



## Change of Address Form Instructions

1. First, **download** and **save** the form to your computer.
2. **Open** the saved form from where you saved it on your computer.
3. **Type** in your information, completing all fields.
4. **Check the box** under TERMS OF ACCEPTANCE & SIGNATURE and type in your complete name. (By checking this box and typing your name, you are electronically signing the Change of Address form and confirming that you understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.)
5. Click **Save** on the Change of Address form.
6. **Email** the completed form to [ownerrelations@3roperating.com](mailto:ownerrelations@3roperating.com)

Note: If you prefer to submit the Change of Address form by postal mail, follow instructions 1-4 above, then **print** the completed form and **mail** to:

3R Operating, LLC  
C/O CAMS  
Attn: Owner Relations  
910 Louisiana Street, Suite 2400  
Houston, Texas 77002



# Change of Address Form

I, \_\_\_\_\_, authorize 3R Operating, LLC and/or its affiliates/subsidiaries to change the address on my owner account.

Owner Number: \_\_\_\_\_

Last 4 Digits of Social Security # / Taxpayer ID: \_\_\_\_\_

Name on the Account: \_\_\_\_\_

Your Name (if you are not the owner): \_\_\_\_\_

(If not previously provided, please attach documentation establishing your relationship with the Account Owner for 3R's review)

Old Address	New Address
Address:	Address:
City:	City:
State:	State:
Zip:	Zip:
Country:	Country:
	Phone:
	E-mail:

All fields must be complete, or the change of address cannot be processed. After 3R Operating's receipt and approval, the change of address will become effective within thirty (30) days.

## TERMS OF ACCEPTANCE & SIGNATURE

I, the requestor for this Change of Address Form, warrant the truthfulness of the information provided in this submission. I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.

### Step 1: Check the box below

– By checking this box and typing my name below, I am electronically signing this Change of Address Form.

### Step 2: Type your name in the boxes below. A signature is required by all parties listed on the account.

\_\_\_\_\_  
First Name                                      Middle Initial      Last Name                                      Suffix

\_\_\_\_\_  
First Name                                      Middle Initial      Last Name                                      Suffix

Email this completed form to [ownerrelations@3roperating.com](mailto:ownerrelations@3roperating.com)