



ASSESSMENT DEPARTMENT

1300 Washington St.
Kansas City, MO 64106
www.JacksonGov.org

NAME CHANGE

In order to change or remove name(s) from the tax roll:

Change of owner or Addition of owner by deed

- Please send a copy of the recorded real estate documents that convey title ownership from one property owner to another, i.e. Warranty Deed, Quit Claim Deed, Divorce Decree, Probate Final Settlement, etc.
- Include parcel number(s) for property in question.
- These documents will be forwarded to our conveyance unit for verification and/or updating of the tax roll.

To remove the deceased owner(s) name from tax roll

- Please send copy of Death Certificate.
- This will not change the title or deed.
- Include parcel number(s) for property in question.

Beneficiary deeds

To activate the beneficiary deed please send a copy of the death certificate.

To add your married name to the tax roll

- Please send copy of Marriage License.
- This will not change the title or the deed.
- Include parcel number(s) for property in question.
- Your married name will be added in parentheses () along with your last name of how you took title to the property in question, i.e. Jones Mary (Smith).

SEND TO:

**JACKSON COUNTY ASSESSMENT DEPT
ADDRESS CHANGE SERVICE
1300 WASHINGTON ST.
KANSAS CITY, MO 64106
816-881-1330**