

## **How do I notify your office of an address change?**

### **Active Employees**

Please notify your school/agency human resources representative of any address change.

### **Retired or Vested (terminated employees)**

You must complete a [change of address form](#) or notify our office in writing with your live signature. You may mail the form, fax it to our office at (302)739-6129, print and scan the form to [pensionoffice@delaware.gov](mailto:pensionoffice@delaware.gov), or just drop it off at the Pension Office.