

**LICENSEE PERSONAL INFORMATION CHANGE FORM**

Use this form to update your personal information associated with your license. Alternatively, all contact information on this form may instead be changed through our Licensee Login using the **Change my Personal Information** option under your Quick Links.

This completed form must be accompanied by:

- 1) If you are changing your Legal Name on your license, the Department requires a photo identification document or legal court ordered name change proving that your Legal name has been changed.
- 2) If you are changing your Legal Name and you have a PC or PLLC, you must also update the name of your PC or PLLC to match your new Legal name with a completed PC/PLLC Application and Articles of Amendment reflecting your new Legal Name, stamped "Filed" by the Arizona Corporation Commission. Both the PC or PLLC name, and your name as a Member/Manager/Officer in the PC or PLLC, must be updated.

Once complete, this application and additional required documents should be submitted through our [Message Center](#) or [Licensee Login](#).

**APPLICANT INFORMATION**

Current Legal Name:	License Number:
---------------------	-----------------

**TYPE OF CHANGE**

<input type="checkbox"/> Legal Name Change	<input type="checkbox"/> Phone Number Change
<input type="checkbox"/> Add or Change a Nickname	<input type="checkbox"/> Email Address Change
<input type="checkbox"/> Physical Address Change	<input type="checkbox"/> Mailing Address Change

**INFORMATION BEING CHANGED**

**Please complete only the sections that apply to the change that you are requesting.**

New Legal Name:

New Nickname:

New Physical Address:

City:	State:	ZIP:
-------	--------	------

New Mailing Address:

City:	State:	ZIP:
-------	--------	------

Email:	Phone:
--------	--------

**APPLICANT ATTESTATION**

I understand that it is my obligation to comply with the statutes, rules, and regulations set forth by Arizona Law, and that such laws may be referenced at [azleg.gov](http://azleg.gov).

Applicant Signature:	Date:
----------------------	-------

### **Notice to Applicant Pursuant to A.R.S. § 41-1030**

An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

This section may be enforced in a private civil action and relief may be awarded against the State. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against the state for a violation of this section.

A State employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the Agency's adopted personnel policy.

This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02

### **Notice to Applicant Pursuant to A.R.S. § 41-1093**

An agency shall limit all occupational regulations to regulations that are demonstrated to be necessary to specifically fulfill a public health, safety or welfare concern. Pursuant to sections 41-1093.02 and 41-1093.03. Arizona Revised statutes, you have the right to petition this agency to repeal or modify the occupational regulation or bring an action in a court of general jurisdiction to challenge the occupational regulation and to ensure compliance with section 41-1093.01, Arizona Revised Statutes.

### **Notice to Applicant Pursuant to A.R.S. § 41-1093.08**

Pursuant to Arizona Revised Statutes, Title 41, Chapter 6, Article 11, an applicant, licensee, registrant or certificate holder may petition the Office of Administrative Hearings to request a review of a denial, suspension or revocation of a license, registration or certificate for a prior criminal offense.