Address Change Due to Marriage Example

**Subject:** Name and Address Change

As you may know, I recently got married and have decided to live in my husband’s house. I felt that this would be a good opportunity to update my contact information. My new address is below.

My personal email address will remain the same.

Regards,

Denise (Jones) Smith

**Cell:**123-234-3456

**Business:** dsmith78@xyzent.com