

**Kerrville Independent School District**

**NOTICE OF VENDOR ADDRESS CHANGE**

**TO:**  
Business Office

From: \_\_\_\_\_  
Campus: \_\_\_\_\_  
Date: \_\_\_\_\_

**FAX: 257-2248**

Vendor Number \_\_\_\_\_ has been changed.

Vendor Name \_\_\_\_\_

**Remittance Address:**

\_\_\_\_\_  
\_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_

**Order Address:**

\_\_\_\_\_  
\_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_

**\*Please verify if the new address is for the remittance department or the order department.  
Many vendors receive payments at a location different from the order-taking department.**