

.01 Changes in Address – Standard Reporting

REVISION 37
(08/01/15 - 09/30/15)

Changes in address must be reported. When a change of address is reported, update **AZTECS** with the new address as follows:

- By the close of business on the day the change is received.
- For the appropriate benefit month when the move is in the future.

For policy regarding effecting the change of address, see [Change of Address](#).

ARCHIVED (Valid until 11/30/19)