



Counselor, Social Worker & Marriage and Family Therapist Board

50 West Broad Street, Suite 1075
Columbus, Ohio 43215-5919
614-466-0912 & Fax 614-728-7790
www.cswmft.ohio.gov & cswmft.info@cswb.state.oh.us

CHANGE OF ADDRESS FORM

You can update your address with the CSWMFT Board by US mail, fax or e-mail. Please do not call the Board as we require any change of your information to be in writing.

The address you list with the Board is a public record under Ohio's Open Records Laws; the Board strongly suggests you list a business address or Post Office Box. When a public records request for your contact information is received, if all we have listed is your home address, that is what we are required by law to provide. This is why it is important to list a work or day time phone number as well as an e-mail address

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4757-5-11 Standards of ethical practice and professional conduct: change of name and/or address.

All licensees or registrants are required to notify the board of any changes of name or information to ensure that the board has their current name and mailing address within ninety days of those events. **Failure to do so may result in disciplinary action by the board.**

NAME:

Old Address			New Address		
ADDRESS:			ADDRESS:		
<i>If a business address list the name of the business</i>			<i>If a business address list the name of the business</i>		
CITY:	STATE:	ZIPCODE:	CITY:	STATE:	ZIPCODE:
LICENSE NUMBER:			CURRENT E-MAIL ADDRESS:		
ORIGINAL LICENSURE DATE:			LAST FOUR OF SSN:		
CURRENT DAYTIME PHONE NUMBER:					