

NEIGHBORHOOD WATCH CHANGE FORM

Utilize this form for all additions, updates or deletions of Mailbox Captains and Coordinators
 (Submit separate Change Form for each addition, change, and/or deletion)

Coordinators, complete and attach this form to an updated *Coordinators List of Mailbox Captains Report* and send to your assigned Director – your director will review and forward to Director of Volunteer Records (DVR).

Directors, complete and attach this form to an updated *Directors List of Coordinators Report* and send to DVR.

UPDATE Email Address Phone Number

| | |
|----------------|---|
| Name: | Position: <input type="checkbox"/> Mailbox Captain Or <input type="checkbox"/> Coordinator |
| Village: | Mailbox Station: |
| Email Address: | Phone: |

ADDITION Mailbox Captain or Coordinator (Check All That Apply)

| | |
|---|------------------|
| Name: | Address: |
| Village: | Mailbox Station: |
| Email Address: | Phone: |
| Date First Joined NW as A Volunteer: | |
| Additional Information | |

DELETION Mailbox Captain Or Coordinator (Check All That Apply)

| | |
|-------------------------------|------------------|
| Name: | Email: |
| Village | Mailbox Station: |
| Additional Information | |