

Address Change Notification

Date: [Insert Date]

[Your Name]

[Your Tattoo Parlor's Name]

[Current Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally inform you of a change in the address for my tattoo parlor, [Your Tattoo Parlor's Name]. Effective [Effective Date of Address Change], our new address will be:

[New Address]

[City, State, Zip Code]

Please update your records accordingly. If you require any further information or documentation to process this change, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]