

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6263

Fax: 904.247.6169

www.jacksonvillebeach.org

EMPLOYEE ADDRESS CHANGE FORM

Employee Name: _____

Employee ID #: _____ Dept./Div.: _____

New Address: _____

City/State: _____ Zip Code: _____

New Phone #: _____

Additional Phone #: _____

Email Address: _____

Please log in to Abentras to change your personal information for insurance purposes at <http://www.abentrasaccess.com>.

Please log in to ICMA to change your personal information at <http://www.icmarc.org/> or call ICMA at 1-800-669-7400 for assistance.

If you need assistance please call Human Resources at (904)247-6265/6110 or Abentras at (904)285-3300 Monday through Friday, 8:00 AM to 5:00 PM.

Please return this form to Human Resources.

