

TO: U.S. Postal service, attn. Carl Jenkins
Xcel Energy
Q West Communications
Poudre Fire Authority
Larimer County Elections Office, attn. Mary Skipworth
Larimer County Assessors Office, attn. Naomi Denton
Fort Collins City Clerks Office
Fort Collins Light and Power Utility
Fort Collins Light and Power Meter Dept.
Fort Collins Water Utility
Fort Collins Police Services
Fort Collins Building Inspection Dept.

FROM: City of Fort Collins, Engineering Dept.
Contact person: J.R. Wilson, Engineering Tech., phone 970-221-6588

RE: Address Change Memorandum

DATE: July 16, 2004

At the request of the owner and with approval by Poudre Fire Authority another address is going to be attached to the 185 North College Avenue address. This building is on the corner of North College Avenue and West Laporte Avenue. Per policy we prefer to have only one address per building with the secondary uses identified as units or suites. In this instance however there is a side door on Laporte Avenue which is identified as suite 103 and is very difficult to locate from College Avenue. Therefore, the address of 121 West Laporte Avenue will be assigned as an accessory address to this site.

Hereafter: There will be an accessory address of **121 West Laporte Avenue** for the **185 North College Avenue** building.

Please change your records to reflect this change.

Thank you for your cooperation.