

POSTMASTER



January 2010

Postal Customer
Cesar E. Chavez Boulevard
Portland, OR 97211

Dear Postal Customer:

I am writing to you to clarify addressing on the renaming of 39th Avenue to Cesar E. Chavez Boulevard. Our desire is to make the transition to Cesar E. Chavez Boulevard as easy as possible for both businesses and residents.

The Postal Service's Address Management System has the ability to recognize the old street name (39th Avenue) and all numbers associated with it and ensure that it gets automatically "forwarded" to the new "Cesar E. Chavez Boulevard" street name. Because this is a straight address change with no physical relocation of the business or residence, there is no need to submit a change of address form.

Please understand that while the City has directed that this street will carry both names for five years, I strongly recommend that you start today in making the addressing transition to the Cesar E. Chavez Boulevard street name. When you reorder supplies such as stationary, business cards and other printed materials please be sure to order these materials with the Cesar E. Chavez Boulevard street name.

Thank you for your patience and cooperation in making this change to the new Cesar E. Chavez Boulevard street name.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawneen L. Betha".

Shawneen L. Betha

ra

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