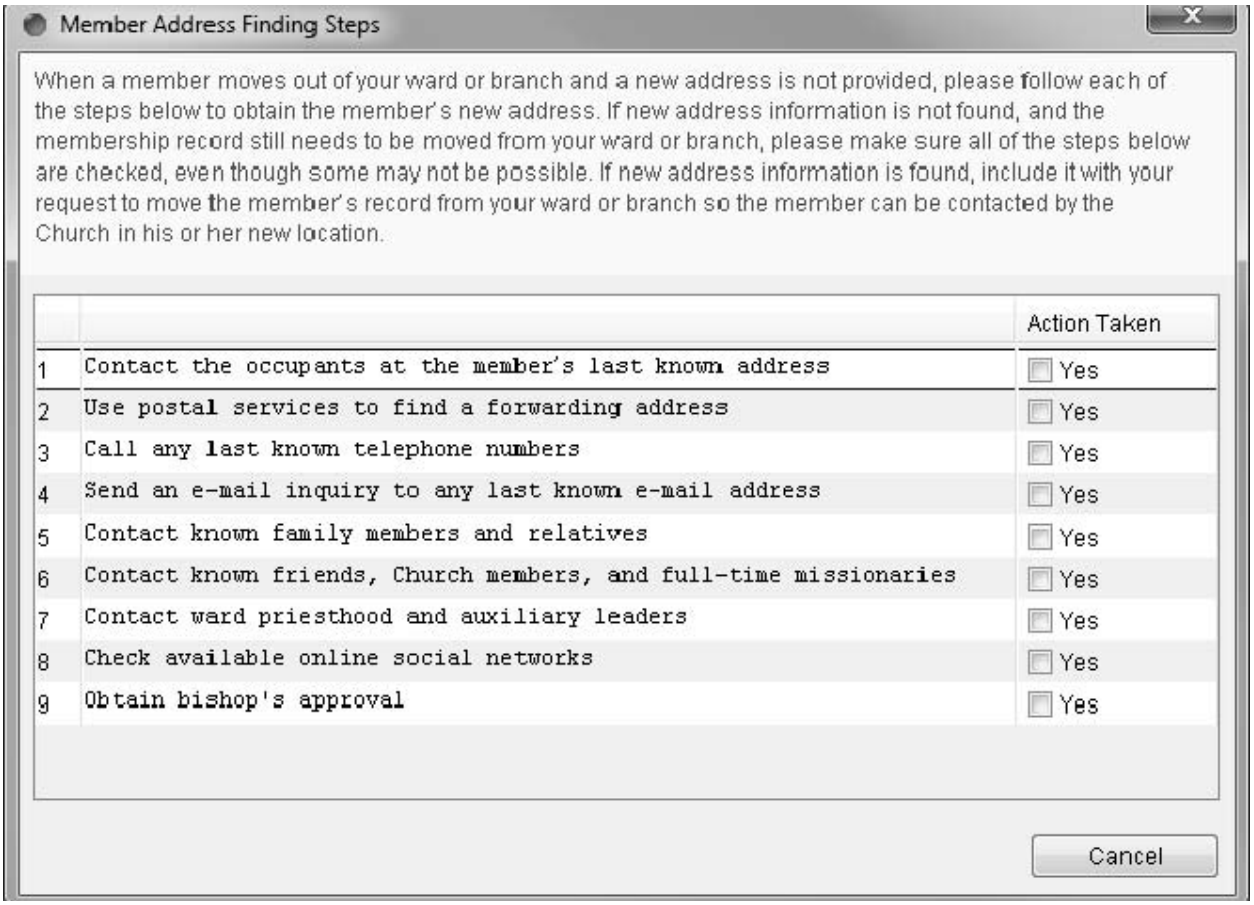

Member Address Finding Steps
When a member moves out of your ward or branch and a new address is not provided, please follow each of the steps below to obtain the member's new address. If new address information is not found, and the membership record still needs to be moved from your ward or branch, please make sure all of the steps below are checked, even though some may not be possible. If new address information is found, include it with your request to move the member's record from your ward or branch so the member can be contacted by the Church in his or her new location.
Action Taken
1 Contact the occupants at the member's last known address Yes
2 Use postal services to find a forwarding address Yes
3 Call any last known telephone numbers Yes
4 Send an e-mail inquiry to any last known e-mail address Yes
5 Contact known family members and relatives Yes
6 Contact known friends, Church members, and full-time missionaries Yes
7 Contact ward priesthood and auxiliary leaders Yes
8 Check available online social networks Yes
9 Obtain bishop's approval Yes
Cancel