



## Rhode Island Owner's Manual Online Update Form

The information asked below is to update the information for your **office**.  
To view current listings please follow this link to search your listing: <http://www.sos.ri.gov/govdirectory/>  
To make a correction please complete the fields with the necessary changes.

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### Elected Office Contact Information

Elected Office Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ TTY: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Total Personnel: \_\_\_\_\_ Annual Budget: \_\_\_\_\_

### Entity Details

Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Responsibilities: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Additional Information

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Office Staff

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

List Order: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

List Order: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

List Order: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

List Order: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

List Order: \_\_\_\_\_