

Office:
Date:/...../.....
Time:
Name:

NOTIFICATION OF CHANGE OF ADDRESS / CONTACT DETAILS

*It is the ratepayer/owner's responsibility to notify Council of any change of postal address in writing.
Failure to comply with this requirement may result in notices being posted to an old address.*

Company Name	
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= OR =

	Ratepayer/Owner 1	Ratepayer/Owner 2
Name		
Date of Birth		
Home Phone		
Work Phone		
Mobile No.		
Email		

Does this change of address apply to every ratepayer/owner listed on the account?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If no, detail of excluded owner's name	
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***** IN THE CASE OF JOINTLY OWNED PROPERTIES, UNLESS OTHERWISE STATED ABOVE, THE NEW POSTAL ADDRESS BELOW WILL BE APPLIED TO ALL PROPERTY OWNERS *****

New Postal Address	
New Residential Address	
Old Address	

Please apply my/our change of address to:	<input type="checkbox"/>	ALL COUNCIL DATA	<input type="checkbox"/>	DEBTORS	<input type="checkbox"/>	TRADE WASTE
	<input type="checkbox"/>	RATES - SEE BELOW	<input type="checkbox"/>	APPLICATIONS/LICENSING	<input type="checkbox"/>	ANIMALS - SEE BACK PAGE

RATES - Please note the change of address above is for service of notices regarding the following properties:

Lot No. (Lot #)	Plan No. (e.g. RP122356)	Property Address (e.g. 123 Smith Street, Boyne Island)	Do you live at this property?			
			See page 2			
			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

NOTE: Council may contact ratepayers/owners should further information be required.

By signing this advice, you are authorising a change of address for all property owners unless otherwise stated, and you are declaring that notation of any of the above properties as either Principal Place or Non-Principal Place of Residence is true and correct.

Signature (Electronic not accepted)		Signature (Electronic not accepted)	
Date		Date	

Animal Registration further information

Animal Reference Number	Animal Name	Species (Dog/Cat)

General Further Information (if required)

Definitions as per [Council's Revenue Statement 2023/2024](#).

Principal Place of Residence (PPR) means:

- land with a single dwelling, including a lot within a community titles scheme or gated community, for which the predominant use of the land is the place of residence where:
 - o at least one (1) natural person who constitutes the owner/s of the land predominately resides; or
 - o at least one (1) natural person who is a life tenant of the dwelling predominately resides; or
 - o the land is owned by a company or trust and at least one (1) natural person who is the company owner or trustee predominately resides; or
- land with multiple dwellings that provides the place of residence where:
 - o at least one (1) natural person who constitutes the owner/s of the land predominately resides; and
 - o the dwelling of the owner/s is the predominant use of the land; or
- land with single or multiple dwellings, including a lot within a community titles scheme or gated community, that is temporarily unoccupied by the owner/s of the land for a period of time, for an acceptable reason why it is still considered to be the owner/s principal place of residence, as determined by the Chief Executive Officer.
- In establishing principal place of residence council may consider, but not be limited to, the owner's declared address for electoral, taxation, or national health registration purposes, or any other form of evidence deemed acceptable by the council.

All other residential premises are considered to be Non-Principal Place of Residence (NPPR).

<p>Gladstone Regional Council is collecting your personal information for the purposes of processing your request and undertaking associated Council functions and services. Council is authorised to collect this information in accordance with the <i>Local Government Act 2009</i> and associated laws. Your personal information will not be disclosed to third parties without your consent, or, if required to do so by law. This document is subject to the provisions of the <i>Information Privacy Act 2009</i>, <i>Right to Information Act 2009</i> and the <i>Public Records Act 2002</i>.</p>
