

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	
---------------------	--

= OR =

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

IS THE CHANGE OF ADDRESS TO APPLY TO EVERY RATEPAYER/OWNER LISTED ON THE ACCOUNT?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	(If no, detail of excluded owner's name)
------------------------------	-----------------------------	--

***** IN THE CASE OF JOINTLY OWNED PROPERTIES, UNLESS OTHERWISE STATED ABOVE, THE NEW POSTAL ADDRESS BELOW WILL BE APPLIED TO ALL PROPERTY OWNERS *****

By signing this advice you are authorising a change of address for all property owners unless otherwise stated

Please apply my/our change of address to:

<input type="checkbox"/> All	<input type="checkbox"/> Rates-see below	<input type="checkbox"/> Trade Waste	<input type="checkbox"/> Applications/Licensing
<input type="checkbox"/> Debtors	<input type="checkbox"/> Animal Registration	Animal Name/s:	Animal Ref:

NEW POSTAL ADDRESS	
NEW RESIDENTIAL ADDRESS	
PREVIOUS ADDRESS	

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

Assessment No.	Lot No.	Plan No.	Property Address

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 Local Government Act 2009 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 Information Privacy Act 2009, Right to Information Act 2009 and the Public Records Act 2002.

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