

Change of Postal Address

Owners contact details (must include ALL owners names as shown on rates notice)

Name/s:

Current street address:

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Email/s:

Phone 1: Phone 2:

Property details (properties that require postal address change)

Property number: Address:

Property number: Address:

Property number: Address:

Property number: Address:

Alternative postal address details

Other postal address (If different from current street address, e.g. – PO Box):

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Do you wish to redirect Council correspondence to your property agent? ☐ Yes ☐ No

Agency Name:

Postal Address:

Do these changes relate to any Council correspondence other than rates or sewer notices?

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Authorisation

ALL registered owners must sign the form to authorise these changes. If signing for a company, sign and print full name and capacity for signing (eg – John Jones – Director)

Signature: Date:

Signature: Date:

Note: Authorised representatives must provide proof of authority (eg - Power of Attorney Document or Will)

Privacy and personal information protection notice: The personal information you provide is collected to process this application. It will only be accessed by Council staff and other authorised individuals. Providing this information is required by law. If you do not supply it, your application may be delayed or unable to proceed. Your information will be securely stored in Council's systems.

Last Revised – July 2026