

About this Form

This form is used to notify Council of any changes to the delivery address of your Rates Notices only. This is not for change of property ownership. All fields marked with an asterisk* must be completed.

Change of Property Ownership

To change your name details on Rates and Property ownership, you will need to contact the NSW Land and Property Information Office www.lpi.nsw.gov.au 1300 052 637.

Part 1 - Applicant Details

Company / Organisation (If applicable)	<input type="text"/>		
Given Name*	<input type="text"/>	Family Name*	<input type="text"/>
Mobile	<input type="text"/>	Phone	<input type="text"/> <input type="checkbox"/> Home <input type="checkbox"/> Work
Email	<input type="text"/>		

Do you know you can register online to receive Rate Notices by email? Check our Online Services on our website.

Part 2 - New Postal Address Details

Reason for change*	<input type="checkbox"/> I am a new owner	<input type="checkbox"/> I have moved	<input type="checkbox"/> Other	<input type="text"/>
Full name of all owners*	<input type="text"/>			
Old postal address	<input type="text"/>			
Suburb	<input type="text"/>	Postcode	<input type="text"/>	
New postal address*	<input type="text"/>			
Suburb*	<input type="text"/>	Postcode*	<input type="text"/>	

Part 3 - Details of the property the change relates to

Property*	<input type="text"/>		
Assessment No.*	<input type="text"/>	(See top right of your Rates Notice) (Enter "Unknown" if not available)	
Additional property	<input type="text"/>		
Assessment No.	<input type="text"/>	(See top right of your Rates Notice) (Enter "Unknown" if not available)	

Part 4 - Applicant Declaration

I confirm that I am the resident and/or ratepayer, or an authorised representative for the above property and that the information provided in relation to this request is correct.

Signature(s)*	<input type="text"/>		
Position (if not owner)	<input type="text"/>	Date*	<input type="text"/>

Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*.

Forster | 4 Breese Parade | PO Box 450 Forster 2428 | **6591 7222**
Gloucester | 89 King Street | PO Box 11 Gloucester 2422 | **6538 5250**
Taree | 2 Pulteney Street | PO Box 482 Taree 2430 | **6592 5399**