



# CHANGE OF POSTAL ADDRESS

## Contact Information

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

Date of Birth: \_\_\_\_\_

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

Daytime no: \_\_\_\_\_ Mobile no: \_\_\_\_\_

## Property Details

Property Owner Name: \_\_\_\_\_

Assessment no: \_\_\_\_\_ Property Address: \_\_\_\_\_

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## Additional Changes

Animal Registration       Licence/Accounts       Regulated Parking

Other (Please specify) \_\_\_\_\_

## Postal Address

New Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Email Notification

If you would like to receive your Rates and Water Usage notices by email, please go to [www.cairns.qld.gov.au/rates](http://www.cairns.qld.gov.au/rates) for further information

*\*You will need your assessment number/s for registration*

## Declaration

I, \_\_\_\_\_ declare that I am the owner of the above mentioned property / properties and authorise this change of address.

*If property is in a Company name, Please indicate position:* \_\_\_\_\_

Property Owner Signature: x \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

If you need any help completing this form, please call Customer Service on 1300 692 247      Email the completed form to [rates@cairns.qld.gov.au](mailto:rates@cairns.qld.gov.au)

### Cairns Regional Council – Information Privacy Statement

Your personal information has been collected for the purpose of change of address notification. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.