



South Gippsland
Shire Council

Change of Name and Address

Please complete all applicable sections.

Verbal changes of address are not accepted.

1. Resident details: Please update your mailing address or name here

Name 1: _____ DOB*: _____

Email: _____ Phone: _____

Name 2: _____ DOB*: _____

Email: _____ Phone: _____

Preferred method of contact: Email Phone Post

Rates notices will be delivered by post unless you have registered for e-notices. Please ensure the email address is correct.

Previous postal address: _____

New postal address: _____

Residential address: _____

Change of name from: _____ to: _____

2. Property address (as per your South Gippsland Shire Council rate notice)

Assessment No:

Property Address

3. Authority to enquire (owner to complete)

Additional Rate Payer Tenant Next of Kin Authorised Contact

Under the Fire Service Levy Act (s.19(1)) Owner of the leviable land is liable to pay the Fire Service Levy.

This section adds **additional authorised persons** to access rates and property details. Please note that this form does not change property ownership details. Any change to property ownership requires a Notice of Acquisition and/or a photocopy of the title.

Please contact Council's Rates Department if you have further questions.

Name 1: _____ DOB*: _____
Email: _____ Phone: _____
Postal address: _____

Name 2: _____ DOB*: _____
Email: _____ Phone: _____
Postal address: _____

4. Animal Location

Update animal location? Yes

Animal Reference Number/s _____ Previous location of animal/s _____

_____ New location of animal/s _____

5. Owners Signature (mandatory)

Name: _____

Signature: _____ Date: _____

Power of Attorney/Executor

If you are acting on behalf of an owner/ratepayer please attach a copy of Power of Attorney/Probate showing you as an authorised party. Copy of document Document provided.

Privacy & Collection Statement

Under the provisions of the Information Privacy Act, the information provided is to be used solely for the Council purpose for which it is given or for any approved secondary purpose under that act. For further information, please refer to our privacy statement on our website.

**The Local Government Act 1989 requires Council to collect dates of birth for the production of electoral roles.*