

Change of Postal Address Application

Please use this form to notify Council of your change in postal address and updated contact details for the Revenue Department.

Should you wish to notify another Council Department, i.e. Local Laws for Change in Postal Address for Animal Registration, please indicate in the section below.

Assessment Number 1:		Assessment Number 2:	
Property Address 1:			
Property Address 2:			
Owner's Name/s:			
Phone Number 1:		Phone Number 2:	
Email Address 1:		Email Address 2:	
Owner Occupied:	YES		NO

I hereby advise that my postal address for rating purposes has changed:

From:		
	Post Code:	
To:		
	Post Code:	

Notification of Change in Postal Address for another Council Department

- I further wish to advise that my postal address has also changed for the following reasons, please notify the appropriate department so this can be updated.

Local Laws for:	Animal Registration	<input type="checkbox"/>	Animal Permits	<input type="checkbox"/>
Revenue for:	Debtors Accounts	<input type="checkbox"/>		
Finance for:	Accounts Payable Account	<input type="checkbox"/>		
Environment Services for:	Food License	<input type="checkbox"/>		

Please note that your Postal Address on your Rates / Water Consumption Notice will not change until we receive this completed form. Verbal requests to change receipt details is not sufficient legal advice to change the address on your Rates / Water Consumption Notice.

Property Owner Signature:		Date:	
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To be completed, signed and returned to:

The Chief Executive Officer
Mount Isa City Council
PO Box 815
Mount Isa QLD 4825

OFFICE USE ONLY

Date Received	Officer

PRIVACY STATEMENT

Mount Isa City Council is collecting your personal information on this form in order to comply with its responsibilities and obligations as a Local Government. This information will only be accessed by authorised Council employees who have a legitimate need for the information to process applications, requests, etc. Your personal information will not be given to any other person or agency unless you have given us permission to do so or we are required to do so by law.

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