

About this application

Use this form to let Council know if your postal or address for service of notices has changed. Keeping your details up to date ensures you continue to receive important information such as rates notices, animal registration renewals, and other Council correspondence.

Please Note: Rates, Water and relevant Debtor accounts, in accordance with the law, are issued in the name of the property owner(s). If you direct Council to send any relevant accounts to a third part (including tenants, real estate or managing agents), please be aware that as property owner you will always remain legally liable for the payment of relevant accounts.

Privacy and Personal Information Protection Notice

By completing this form, you may be providing Council with personal information. Council will collect, retain and use the information only for a lawful purpose that is directly related business or service provision function. Council will take reasonable care not to disclose personal information received, other than a direct service-related matter or otherwise legally required to do so.

Accounts to be updated with new address information

- ☐ Rates and Water Accounts
- ☐ Debtor Accounts
- ☐ All Council correspondence

Customer/Property Owner Details (all details are required)

Name: _____

Capacity (Property Owner/Company director): _____

Primary email address: _____

Contact Phone Number: _____

Current Address Details: _____

List of Accounts/Property details that changes are to apply:

e.g. rates assessment 01234-1

New Address Details: _____

By signing this document, I acknowledge that I am the property owner/company director/authorised representative of the property(s) or accounts detailed on this form and authorise Council to give effect to the change of address as provided. I confirm the information is true and correct as at the date of this application.

Signed: _____

Dated: _____

RETURN THIS FORM

MAIL Warren Shire Council, PO Box 6, Warren NSW 2824

IN PERSON Council's Administrative Office, 115 Dubbo Street, Warren

EMAIL council@warren.nsw.gov.au