

Request for Change of Postal Address and/or Contact Details

PO Box 974, Ayr Qld 4807
T (07) 4783 9800 | **F** (07) 4783 9999
 enquiries@burdekin.qld.gov.au

Information Privacy Act 2009. Burdekin Shire Council is collecting the information you supply on this form in accordance with the *Local Government Act 2009* for the purpose of updating your contact details on Council's database. Your information will not be disclosed to a third party without your consent unless required or authorised by law.

A request is made by the person/s below to change the postal address/es link to: (tick applicable)

- Rates Accounts Receivable (Debtors) Animals Licences
 All Correspondence Other (please specify): _____

Please change/update the postal address and contact details for the following person/s and/or company/ies: (if more than two, attach additional page/s)

	Person/Company 1	Person/Company 2
Surname/Company		
Given Name/s		
Phone		
Mobile		
Email		

IMPORTANT – People/Companies NOT listed above (or attached) WILL NOT have their details changed/updated.

The NEW ADDRESS is:

Postal Address			
Town		State	
		Postcode	

If the entities above are PROPERTY OWNERS, please indicate the properties that this change is to affect: (if more than three, attach additional page/s or copies of rates notices)

Street No. or Lot No.	Street Name or Plan Number	Town or Locality	BSC Property No.

IMPORTANT – Properties NOT listed above (or attached) WILL NOT be changed/updated.

Are there ANIMALS registered under the above name/s? Yes No

If YES, please provide the property address of where the animal/s is/are kept:

Property Address	
-------------------------	--

This request for change/update of postal address and contact details has been advised by:

Name: _____ **Signature:** _____

Date: / /

Note – By signing this form you agree that the details above are correct and should be used accordingly by Burdekin Shire Council until otherwise notified.

Office Use Only	
<input type="checkbox"/> CRM entered and form attached	CRM Number: _____