



Whitehorse City Council

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CHANGE OF NAME AND/OR ADDRESS FORM

- The relevant sections are to be completed and signed by the property owner, their legal representative or authorised person (Supporting documentation required)
- This form is not to be used for change of ownership. A Notice of Acquisition is required and is available at Business.gov.au. This must be lodged with Council or a current Certificate of Title is acceptable
- You must complete a separate form for each property owned
- If applicable your bin invoice and your animal registration will also be updated

Property Address:.....

Assessment Number:.....

Email:.....

Tel Mobile: **Work:** **Home:**

CHANGE OF NAME

To be shown on your rate notice and/or invoice

Reason	Married	Deceased	Other	-	Please Give Details
Date	-- / -- / --	-- / -- / --	-- / -- / --		

PREVIOUS NAME DETAILS

Title (Optional): Given Names: Last Name: Date of Birth:

Title (Optional): Given Names: Last Name: Date of Birth:

NEW NAME DETAILS

Title (Optional): Given Names: Last Name: Date of Birth:

Title (Optional): Given Names: Last Name: Date of Birth:

CHANGE OF ADDRESS

Title (Optional): Given Names: Last Name: Date of Birth:

Title (Optional): Given Names: Last Name: Date of Birth:

RESIDENTIAL ADDRESS (Where you currently live)

.....

POSTAL ADDRESS (Complete only if different to where you currently live)

.....

Name: **Signature:** **Date:**

(Please Print)

(Owner's Signature, Legal Representative or Authorised Person)

Council abides by the Privacy and Data Protection (PDP) Act 2014 (Vic) and Part 5 of the Fire Services Property Levy Act 2012. It holds and manages ratepayer and customer personal information to facilitate Council's services and to collect Council's fees and charges. Council officers and contractors may access personal information held by Council, but only to the extent necessary to provide services to you on Council's behalf or to Council. Council contractors are also required to comply with the PDP Act. The types of contractors holding personal information may be external service providers or debt recovery agencies, and they will only hold personal information that is necessary to provide services. At times Council may be legally required to disclose personal information, for instance to the police, courts or other authorised organisations. For further information on privacy matters call 9262 6333. You may view Council's Privacy Policy on its website WHITEHORSE CITY COUNCIL or obtain a copy from any of Council's Service Centres