



Please return both copies of this form to Maitland City Council

Maitland City Council
Po Box 220, Maitland NSW 2320
Phone: 02 49349700 Fax: 02 49333209
Email: admin@maitland.nsw.gov.au

CHANGE OF POSTAL ADDRESS FORM

\*\*PLEASE NOTE THAT YOU MUST BE THE PROPERTY OWNER OR PROPERTY MANAGER TO ALTER POSTAL ADDRESS DETAILS\*\*

PROPERTY DETAILS

Assessment Number: .....

Property Address: .....

Suburb: .....Postcode: .....

Lot:.....DP: .....

New Postal Address: .....

Suburb: ..... Post Code: .....

IS THIS NEW ADDRESS FOR ALL CORRESPONDENCE: Yes [ ] No [ ]

If YES, then ALL Properties, Rates, Debtor Links etc will be altered

If NO, then please specify below what needs to be altered

.....
.....

PROPERTY OWNER DETAILS

Surname or Business Name: .....

Given Names:.....

Title: [ ] MR [ ] MRS [ ] MS [ ] MISS OTHER: .....

Phone: Work: ( ) ..... Fax: ( ).....

Home: ( ) ..... Mobile: ( ).....

Signed:..... Dated: .....

Name:..... (PLEASE PRINT)

\*DEPARTMENT OF LANDS WILL BE NOTIFIED OF THESE CHANGES\*

OFFICE USE ONLY

Customer Service Officer: .....

Altered By Rates Officer:.....

Date Altered:.....

Assessment/Debtor Numbers: .....

PID Numbers:.....

Document Number:.....