

Authority to Change Contact Address Details

Name Details

Title **Surname** **Given Names**

Company Name

Home Phone **Work Phone** **Mobile**

Fax **Email Address**

Previous Postal Address Details

Previous Postal Address

New Postal Address Details

Postal Address

(include Street Number and Name or Post Office details)

Suburb **State** **Postcode**

Residential Address Details

Residential Address

(include Street Number and Name)

Suburb **State** **Postcode**

Animals: If you have animals registered with Council, are they kept at this Residential Address? **Yes** **No**

If **No**, please state address at which animals are kept?

Application of New Postal Address

1. All Council Correspondence <i>(if Yes - do not complete Questions 2 to 7)</i>		Yes	No
2. Animal Registration Renewal Notices		Yes	No
3. Rate Notices		Yes	No
4. Creditor Remittances Yes No Purchase Orders		Yes	No
5. Sundry Debtor Invoices/Statements		Yes	No
6. Regulatory Application Correspondence (Building, Planning, Licensing etc)		Yes	No
7. Are you a member of Lockyer Valley Libraries?		Yes	No

If you have multiple of the above accounts (eg more than one Property) and you wish this new address to apply only to specific record(s), please state the Account ID(s) below:

Emailing of Rate and Animal Notices

If you would like future rate/animal notices and related correspondence emailed to you, please email your request to mailbox@lvrc.qld.gov.au

Signature **Date**

Print Name

If signing for a company please also print full name and capacity for signing (e.g. Director)

Privacy Notice

These details will only be used for the purpose for which they have been collected and will not be used for any other purpose. We will not disclose the information you provide outside of Council unless we are required by law or you have given your consent. To the fullest extent allowed by law Council, its officers and employees will not be liable for any claims in respect of any loss arising out of, or in connection with, the use of any of the supplied information.