

# GLEN INNES SEVERN COUNCIL

PO Box 61 Glen Innes NSW 2370

## CHANGE OF POSTAL ADDRESS/ CONTACT DETAILS FORM



### Instructions for completing form:

- Complete ALL information in **REQUIRED INFORMATION**
- Please provide complete Street / Rural Address – Property Name alone is not acceptable
- ALL owners are required to sign this document

REQUIRED INFORMATION			
Rates/Water Assessment No/s:			
<b>AND/OR</b> Debtor Code/s:			
OLD Postal Address:			
Suburb / Locality:		Postcode:	
NEW Postal Address:	Street No:		
Suburb / Locality:		Postcode:	
Email:		Phone (H):	
Phone (W):		Phone (M):	
Owner Name:		Date:	
Owner Signature:		Date:	
Owner Name:		Date:	
Owner Signature:		Date:	
OFFICE USE ONLY			
Customer Service Officer:		Date:	
Update Practical Plus:		Date:	

Version Number: 7.0  
Date of Effect: July 2023

Review Date:  
Jun 2025

Responsible Officer:  
RO