



PO Box 84
Oberon NSW 2787
Telephone: (02) 6329 8100
email: council@oberon.nsw.gov.au
Website: www.oberon.nsw.gov.au

OBERON COUNCIL CHANGE OF POSTAL ADDRESS FORM

Rates Accounts Water Accounts Debtor Accounts Other

Date: _____

Property Owner(s)/company Director: _____

Property Address: _____

Telephone: Home: _____ Business: _____ Mobile: _____

Email Address: _____

Old Postal Address (changing from) _____

Please list all property addresses to which changes are to be applied	1. _____ Assessment No: _____
	2. _____ Assessment No: _____
	3. _____ Assessment No: _____

NEW POSTAL ADDRESS: _____

Suburb: _____ State: _____ Postcode: _____

Owner's Authorisation

I am the property owner (or director of the company) of the property(s) detailed on this form and authorise this change of address. I also acknowledge and understand the 'Important Information' detailed on reverse side in regards to payment liability.

*** ALL Property Owner's MUST sign this form to authorise the change of address.**

X _____
Signature of Property Owner / Director of Company

_____/_____/_____
Date

X _____
Signature of Property Owner / Director of Company

_____/_____/_____
Date

OFFICE USE ONLY

Processed: _____
Date: _____
Initial: _____





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IMPORTANT INFORMATION

Please Note: Rates and Water Service Accounts, in accordance with the law, are issued in the name of the property owner(s). If you direct Council to send either Rates or Water Accounts to a third party (including tenants or managing agents), please be aware that you (the property owner) will **always remain legally liable for the payment of these accounts** (regardless of any lease agreements or other agreements you may have with this party).

Council has a **legal relationship only with property owners in regards to Rates and Water Accounts** and therefore in most circumstances will be unable to discuss account details (including the granting of payment extensions) with tenants or lessees.

Property owners are also **liable for any penalty charges associated with overdue accounts** including interest charges.

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE.

By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council's business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.