



Nelson City Council
te kaunihera o whakatū

Request for Change of Address

Property Details *(continue over if required)*

Address/Location: _____
Valuation Number *(can be found on rates invoice)*

□	□	□	□	□	□	□	□	□	□	□
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Indicate if continued over the page

What other accounts do you have with Nelson City Council?

Dog Registration Debtors Library Licences Building

Other specify.....

Details of ALL People/Business changing address *(only names listed will be changed)*

<u>Surname/Business Name/Trust</u>	<u>First/Given Names <i>(in full)</i></u>
1.....
2.....
3.....
4.....

Do you wish to receive your rates & water accounts by e-mail? Yes / No

Change of Address Details

Go to <http://tools.nzpost.co.nz/tools/address-postcode-finder> to check for a valid NZ address.

(You need to provide a valid NZ Post address unless overseas)

Old Address Details	New Physical Address	New Mailing Address <i>(if differs to physical address)</i>
Flat/Street No/PO Box	Flat/Street No	Flat/Street No/PO Box
.....
Suburb/Rural		
.....		
Town/Locality		
.....		
Postcode		
.....		

Change of Contact Details .

Phone (Home) Email

Phone(Work) Phone (Mobile)

I confirm that I am the named contact listed above or I am acting as an authorised agent of the named contact who has the authority to request this change of address.

Signature Print Name.....

Phone Date...../...../.....

Privacy Statement

The information provided on this form will be used by Council to ensure that accounts, correspondence and other notices are sent to the correct address . Under the Privacy Act 1993, you have a right of access to your personal information held by the Nelson City Council and you are entitled to request that your personal information be correct.

1. Further Property Details (continue from page 1)

Address: _____

Valuation No:

Address: _____

Valuation No:

Address: _____

Valuation No:

Address: _____

Valuation No:

Fold Here

Nelson City Council
Freepost 76919
PO Box 645
Nelson 7040

Fold Here

Tape Closed