|  |
| --- |
| **Property, Rates and Valuations**Services |
| ABN 42 686 389 537 – PO BOX 151, KYNETON VIC 3444T 03 5422 0333 – F 03 5422 3623 – mrsc@mrsc.vic.gov.au – www.mrsc.vic.gov.au |

**Change of Name Request**

Current name/s

|  |  |  |
| --- | --- | --- |
|  | Property Owner 1 | Property Owner 2 |
| Full name: |       |       |
| Date of Birth\*: |       |       |

\* used to compile voter’s rolls and will not be used or disclosed for any other purpose.

|  |  |  |
| --- | --- | --- |
| Email: |       |       |

Properties owned in the Macedon Ranges Shire to which these changes apply:

|  |  |
| --- | --- |
| Assessment Number | Property address |
|       |       |
|       |       |

New name/s (as required to appear on your rates notice):

|  |  |
| --- | --- |
| Full name/s: |       |
| Full name/s: |       |
| Reason for change: |       |

Note: evidence for change must be attached. Either a copy of a marriage certificate, drivers licence or other documentation must be provided. For a change of ownership, a Notice of Acquisition/ Disposition or a Copy of Title must be attached.

Which Council departments do you require to be notified of your change of mailing address?

[ ]  Rates

[ ]  Debtors

[ ]  Creditors

[ ]  Animal registrations

[ ]  Planning department

[ ]  Building department

[ ]  Family services

[ ]  Home and Community Care services (HACC)

[ ]  Other: (specify below)

|  |
| --- |
|       |

|  |  |
| --- | --- |
| Name (BLOCK LETTERS): |  |
| Signature/s of owner or company director: |  |
| Phone: |  | Date: |  |

**Privacy**

The collection and handling of personal and health information is in accordance with Council’s Privacy Policy which is displayed on Council’s website, [mrsc.vic.gov.au/privacy](file:///C%3A%5CUsers%5Celonm%5CAppData%5CRoaming%5CKapish%5CTRIM%20Explorer%5CPR%5CSR%5C1%5Cmrsc.vic.gov.au%5Cprivacy) and available for inspection at or collection from Council’s customer service centres.