

Request For Change Of Address

For this form to be accepted, please ensure all relevant fields are completed clearly and in full. Please provide details of all people, properties, accounts and services affected by the address change.

1. **People Details** (continue over page if more than one person affected) Indicate if continued over the page

Surname/Business Name/Trust	First/Given Names (in full)
<hr/>	<hr/>

2. **Property Details** (continue over page if more than one property affected)

Valuation Number	Assessment Number
<hr/>	<hr/>

3. **Address Details**

	Old Address Details	New Address Details
Street No. and Name	<hr/>	<hr/>
PO Box/ RD No	<hr/>	<hr/>
Town	<hr/>	<hr/>
Postcode	<hr/>	<hr/>

4. **Contact Details**

Home Phone	<hr/>	Work Phone	<hr/>
Mobile	<hr/>		
E-mail Address	<hr/>		

5. The address you have provided will be used by Council on all further communication with you, **and** all other persons/parties listed on this form. Is this correct? Yes No

6. If not please fill out more detail about this change in the section below:

Requested by: _____

Received by: _____ Department: _____ Date: _____

Received via Phone Letter Counter Notice of Sale Other _____

NAR Use: _____ NAR Updated: _____ NAR Number: _____

Copies to: QV Dogs Rates

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Additional names to be included in this change are:

Surname/Business Name/Trust	First/Given Names (in full)
a.	
b.	
c.	
d.	
e.	
f.	
g.	

Additional properties to be included in this change are:

Valuation Number	Assessment Number / Customer Number
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	

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 Horowhenua District Council and you are entitled to request that your personal information be corrected.

The completed form and any enquiries should be directed to:

NAR Officer, Horowhenua District Council, Private Bag 4002, 126 Oxford Street, Levin.
E-mail to: enquiries@horowhenua.govt.nz