**Use this form to advise changes to customer personal, address and other contact details.**

**NOTE: Records can only be updated for owners who have signed this form. You cannot sign on behalf of another owner.**

|  |  |
| --- | --- |
| Property Address |  |

**OWNER 1 DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname |  | First Name |  |
| New Surname |  | First Name |  |
| Previous Street Address |  |
| New Street Address |  |
| Previous Postal Address |  |
| New Postal Address |  |
| Telephone No |  | Mobile No |  |
| Email Address |  | Sign up for E-Rates *(Please ✓)* |  |
| Signature …………………………………………………………………………… Date ………………………………………………………………….... |

**OWNER 2 DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname |  | First Name |  |
| New Surname |  | First Name |  |
| Previous Street Address |  |
| New Street Address |  |
| Previous Postal Address |  |
| New Postal Address |  |
| Telephone No |  | Mobile No |  |
| Email Address |  | Sign up for E-Rates *(Please ✓)* |  |
| Signature ……………………………………………………………………………. Date ………………………………………………………………….. |

|  |  |
| --- | --- |
| Customer Service No | ICS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Assessment No |  |
| Date Records Updated |  | Officer’s Signature |  |