



Request to update waste account details

You can use this form to update account details for additional (paid) kerbside waste services or if you are a Summerhill Waste Management Centre tipping customer. Note: to cancel or modify additional services for kerbside bins, please use our *Request to Amend or Cancel an Additional Kerbside Waste Service* form.

Waste account details

Account no. Application ID no. (if applicable)

Business name (if applicable)

ABN (if applicable)

Property/business address

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Postcode

Mailing address (if different from address above)

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Postcode

Customer details

Given name(s)

Surname

Position title (business accounts only)

Telephone no. (business hrs)

Mobile phone no.

Email address

I would like to be contacted:

- By email: I have added **DoNotReply@ncc.nsw.gov.au** to my safe senders list (This can typically be set under your "junk email" options)
- By post: I have provided my postal address above

DECLARATION AND SIGNATURE

I declare that I am authorised to lodge this request on behalf of the account holder above and that all information provided is true and correct to the best of my knowledge.

Name

Signature

Date

PRIVACY DISCLAIMER

We are committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and our Privacy Management Plan.

Purpose: We will use the information to process your request. **Intended recipients:** Authorised City of Newcastle Officers and its contractors or agents. **Supply:** Voluntary. **Consequence of non-provision:** We may not be able to process your request. **Storage and security:** Information will be stored in accordance with City of Newcastle's Record Management Policy. **Access:** Contact us by phone on (02) 4974 2000 or attend the City Administration Centre.

TO SUBMIT YOUR APPLICATION

Please return your completed and signed form to wasteaccounts@ncc.nsw.gov.au or mail it to **Waste Services, City of Newcastle, PO Box 489 Newcastle NSW 2300**. You can also hand in your form at our City Administration Centre, located at 12 Stewart Avenue, Newcastle West, 8.30am–5pm Monday–Friday (excl. public holidays).