

Change of address

Use this form when changing the postal address of your rated property and/or changing the method by which you receive your rate notice ie email, mail or managing agent.

Field marked with an * must be completed.

Council respects the privacy of users and is committed to protecting your personal information. Please see our privacy statement for further information.

Rates Account Number	
Detailed on the rates notice top right hand corner *	
Address of Rated Property	
Unit Number	
House Number *	
Street Name *	
Suburb *	
Postcode *	
New Owner Postal Address and Contact Details	
Title	
Family Name *	
Given Names *	
Name of Company <i>Only required if the property is owned by a company</i>	
Email Address *	
Contact Phone Number *	
Postal address (if different from property address)	
Unit Number	
House Number	
Street Name	
Suburb	
State	
Postcode	
Country	
How do you wish to receive your Rate Notices ? * Only Select One Option	
Mailed to your postal address <input type="checkbox"/> <u>OR</u> Emailed <input type="checkbox"/> <u>OR</u> Managing Agent <input type="checkbox"/>	
Managing Agent - Please complete this section if your property is managed by an agent	
Name of Agent	
Postal Address of Agent	
Email Address	
Business Phone Number	

Privacy notice

Council is committed to protecting your privacy and takes reasonable steps to comply with all relevant legislation. The information is collected by Council for the purpose of processing your application.

Your personal information will be stored in accordance with relevant legislation and will only be accessed by authorised Council Staff.

Purpose of Collection: Information required for rating purposes

Intended Recipients: Newcastle City Council

Supply: Mandatory

Consequence of non-provision: Non process of application

Storage: Council's Electronic Document Management System

Retention Period: Records to be kept indefinitely.

Posting or delivering your application

If emailing your application, please email to: mail@ncc.nsw.gov.au

If posting or delivering your application:

Please address to:
ATTENTION: Rates
Newcastle City Council
PO Box 489
Newcastle NSW 2300

or hand deliver to:

ATTENTION: Rates
Newcastle City Council
City Administration Centre
282 King Street
Newcastle NSW 2300