



**AUTHORISATION TO DIRECT COUNCIL RATES AND ANY OTHER CORRESPONDENCE
WHICH COUNCIL MAY ISSUE TO THE OCCUPIER**

This form **must** be signed by both the owner and the occupier.

The owner is ultimately responsible for payment of rates as the registered owner of the Title and the owner is responsible to advise Council in writing if the occupancy changes.

Assessment Number/s **A** _____

Property Location _____

Owner/s Details for the purpose of updating Council data-base and Voters Roll, please include **all** owners and their details. If more than two owners please attach another page to this form.

(1) Name _____

Residential Address _____

Postal Address _____

Mobile Phone _____ **Home Phone** _____ **Work Phone** _____

Email _____

(2) Name _____

Residential Address _____

Postal Address _____

Mobile Phone _____ **Home Phone** _____ **Work Phone** _____

Email _____

Owners Signature/s _____ **Date** _____

Occupier/s Details for the purpose of issuing rates and other Council notices including Voters Roll, please include **all** occupiers details. If there are more than two occupiers please attach another page to this form.

(1) Name _____

Residential Address _____

Postal Address _____

Mobile Phone _____ **Home Phone** _____ **Work Phone** _____

Email _____

(2) Name _____

Residential Address _____

Postal Address _____

Mobile Phone _____ **Home Phone** _____ **Work Phone** _____

Email _____

Occupiers Signature/s _____ **Date** _____