



**Council Administration Centre**  
 119-145 Spence St, Cairns  
 64 -66 Front St, Mossman  
 Library, Cheviot St, Smithfield  
 Library, Earlville Shopping Centre  
 PO Box 359 Cairns QLD 4870

**Enquiries** (07) 4044 3044  
**Facsimile:** (07) 4044 3824  
**Email:** [council@cairns.qld.gov.au](mailto:council@cairns.qld.gov.au)  
**Website:** [www.cairns.qld.gov.au](http://www.cairns.qld.gov.au)  
**ABN 24 310 025 910**

## CHANGE OF POSTAL ADDRESS DETAILS

### RATES & WATER USAGE

**Assessment No.**

**Location of Property**

**\*\* List All Properties - Rates & Water Accounts will be affected by this change**


**\*\* Note: Any Rate Assessments not listed above will not be changed.**

**Owners' Full Name/s & Date/s of Birth**

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**OR Company Name**

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**NEW POSTAL ADDRESS**

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**Owner's Contact Details**

**Ph:** \_\_\_\_\_ **Bus Ph:** \_\_\_\_\_ **Mob:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Are these new details applicable to ALL Council Departments?      Yes / No**

**Note: Any Accounts under Business Names must be listed separately.**

**OWNERS Signature** \_\_\_\_\_ **Date** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**(If Company, please indicate full name and position of person signing)**

**IT IS A CAIRNS REGIONAL COUNCIL REQUIREMENT THAT PROPERTY OWNERS ADVISE, IN WRITING, THEIR MAILING ADDRESS DETAILS. RECORDS CANNOT BE UPDATED VIA TELEPHONE ADVICE.**

**PLEASE COMPLETE THIS FORM AND RETURN IT TO COUNCIL, OR EMAIL YOUR DETAILS TO THE ADDRESS ABOVE.**