

Property Owners Details Request Form 2022-2023



Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when a customer wishes to obtain property owner details under section 155 of the *Local Government Regulation 2012* for a property existing within the Region. The details provided include the property owner/s name and postal address only. This request takes two business days to process and a fee of \$25.80 will apply for non-adjointing owners.

P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: www.rrc.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Customer Details		
Organisation name:		
Contact name:		
First	Middle	Last
Date of birth:		
Preferred contact number:	Email:	
Preferred delivery method:	<input type="checkbox"/> Email <input type="checkbox"/> Post <input type="checkbox"/> Collect – (Rockhampton, Gracemere, Mt Morgan)	
<i>Email is the standard form of delivery. If this is method is unsuitable please select an alternative.</i>		
Residential Address		
Street number and name:		
Suburb:	State:	Postcode:
Postal address (if different):		
Proof of ID <small>(Please note only one form of identification is required)</small>		
ID type:	ID number:	Expiry date:
Property Details		
Street number and name:		
Suburb:	State:	Postcode:
Lot number:	Plan number:	Are you the adjoining owner/s? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(fee applicable)</small>
Declaration		
I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.		
Name:	Signature:	Date:
Payment Information		
In person You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan; 1 Ranger Street, Gracemere.		
By phone Customer Service staff will contact you regarding payment via credit card or debit once this form is received.		
By post Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.		

OFFICE USE ONLY	Date:	CSO:	Information checked: Y / N
	Amount:	Receipt number:	CR number: