

1. Property Details

Property Number		
Address of Property		
Suburb	State QLD	Postcode

2. Applicant Details

Name of the company that owns the above property

Name/s of the owner/s of the company who reside at the property*

*Please note: You are required to provide evidence of your ownership of the company, plus two supporting documents that indicate the property is your Principal Place of Residence.

If applicable - Name and address details of owner/s who do not reside at the property

Suburb	State	Postcode
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Current postal address of the company Write "As Above" if the same as your residential address

Suburb	State	Postcode
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Are the above address details the same for each owner? Tick the relevant box	Yes	No	Provide details at 3. below
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Do you own any other properties in the NSC area? Tick the relevant box	No	Yes	Provide details at 3. below
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Home phone Name	Work phone Name	Mobile Name
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Email address Name	Fax Name
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Council will update your record with the contact details you provide on this form

3. Additional information

4. Please read the definition of Principal Place of Residence and sign the declaration on page 2.

Privacy

Noosa Shire Council will only use the personal information collected for the intended purpose, to remain in contact with you regarding your request and the legitimate functions and services of Council affecting your property. Council is authorised to collect this information in accordance with the Local Government Act 2009 and associated laws. Access to your personal information will only be provided to appropriate Council employees and authorised officers. Your personal information will only be disclosed to third parties with your consent, or if required to do so by law. Your personal information is handled in accordance with Council's Privacy Policy.

Definition of Principal Place of Residence for properties owned by a company

"Principal place of residence" is defined as a residential dwelling or unit where at least one owner permanently resides on

the property and the owner can verify this status. The full definition can be found on council's website at www.noosa.qld.gov.au.

If your property meets the definition of "Principal place of residence", please sign the declaration below and return it to council, with:

Proof of your ownership of the company, including shareholder details

Plus copies of any two of the following documents indicating your residency at the property:

A telephone or electricity account in owner/s or Company name, addressed to the property

- **Confirmation of electoral enrolment with a date of lodgement**

Other legal documentation to confirm your residency at the dwelling or unit

Current Drivers Licence showing dwelling or unit address

If your postal address is a PO Box the document must include the property address.

Upon receipt of the signed declaration and accompanying documentation council will review the Differential General Rate Category.

5. Information

Adjustments will only be made within the current rate period. It is the owners' responsibility to check that all rates and charges are correct at the time of issue of the rate notice. Adjustments will not be made for prior financial years where a property has been categorised as not a principal place of residence and the owner/s have not provided a declaration that the property is their principal place of residence.

Please pay the net amount shown on your rate notice by the due date unless you receive written notification from council of a category adjustment.

Ongoing checks are made by authorised Council Officers to maintain the accuracy of council's records.

6. Declaration of owner/s who reside at the property

Date of occupancy at the property

Print name/s of the owners of the company who reside at the property

Given Name/s	Surname
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Given Name/s	Surname
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Given Name/s	Surname
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Given Name/s	Surname
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I/we have read and understand the definitions of Principal Place of Residence, as set out in council's Revenue Statement and declare that this property meets the definition and is my/our principal place of residence. I/we also declare that the above information is correct in all respects at the time of lodgement of this declaration. Should any of the details given in relation to this declaration change, the applicant shall advise the Noosa Shire Council immediately.

Signature	Date
Signature	Date
Signature	Date
Signature	Date

OFFICE USE ONLY
Date stamp