

# Owner or occupier ratepayer – Resignation of enrolment

Date and time received (*Office use only*)

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See reverse side for instructions

## 1 Name of Council

Council name

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|  |
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## 2 Property details

Address of  
rateable property

|  |          |       |     |
|--|----------|-------|-----|
|  | Postcode | State | VIC |
|--|----------|-------|-----|

Name of the owner(s)  
of the property

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## 3 Your details

Given name/s

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Family name

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Date of birth

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Address of principal  
place of residence

|  |          |       |
|--|----------|-------|
|  | Postcode | State |
|--|----------|-------|

Postal address  
*If different*

|  |          |       |
|--|----------|-------|
|  | Postcode | State |
|--|----------|-------|

Phone number

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Email address

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## 4 Declaration by applicant

I resign my enrolment as an **occupier** OR **owner** of the above rateable property.

Signature

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Date

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## Instructions

Please complete all sections and sign the declaration to ensure your notice of resignation can be accepted. Submit the completed application to council via email, post, or in person ensuring it is received before the close of the roll.

## Signature requirements

For your form to be accepted, you must either:

- draw your signature electronically in the box using a pen, mouse or a touch screen
- paste an image of your signature into the box
- or
- print the form and sign it by hand.

Under legislation, the council cannot accept a form signed with a typed name or tick box.

**For this resignation to take effect before the next council election, it must be received by the council prior to the close of the roll. The date and time of the close of the roll for each election is published on the VEC website [www.vec.vic.gov.au](http://www.vec.vic.gov.au).**

Council address  
for lodgement

Email address

## Privacy Statement

Council is committed to protecting your privacy. Your personal information will be handled in accordance with the Privacy and Data Protection Act 2014. All personal information we collect will only be used in accordance with our Privacy Policy, which is available from our website. For further Information about how we manage and use your personal information or how you can access and/or amend your personal information please contact us via our website or by calling us directly.