

Animal Ownership Transfer



- All animal ownership changes must be made in writing
- Changes will only be made once the form has been received and signed by both the new owner and last owner or
- If unable to get the last owners signature a Statutory Declaration must be completed

Your details:

First name:	Surname:
Residential address:	
	Postcode:
Postal address:	
	Postcode:
Contact number:	
Email address:	
Do you have a Pension Card? ☐ Yes ☐ No (Please attach a copy)	

Animal details:

Animal type: ☐ Dog ☐ Cat
Animal name:
Breed:
Sterilised: ☐ Yes ☐ No
Microchip number:
East Gippsland Shire Council Animal Reference Number:

Last owners details:

First name:	Surname:
Residential address:	
	Postcode:
Contact number:	
Signature:	

I agree that

- All information on this form is correct
- The last owner has given me the animal
- The last owner has signed this form

Your signature:
Your name: _____ Date ____ / ____ / ____

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to update animal ownership details. Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's [Privacy Statement](#) on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Statutory Declaration

- You must sign in front of an approved person.

I,
Name _____

Of,
Address _____

In the State of Victoria, agree that:

- I am the new owner of this animal.
- This information is true
- I am unable to get the last owners signature.

Signature: _____

Witness (Approved Person)

Name: _____

Witness (Approved Person) Signature: _____ Date: ____/____/____

Office Use Only:	
Civica Updated: ☐ Yes ☐ No Initials: _____	
CS Stamp:	IM Stamp:

Contact Council

- 📞 **Phone:** 03 5153 9500
- @ **Email:** feedback@egipps.vic.gov.au
- 🌐 **Website:** eastgippsland.vic.gov.au
- ✉ **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to update animal ownership details. Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26