

Letter of Authorisation for Rates



There are some hard words in this form. The hard words are in [blue](#). You can read what they mean on the bottom of this page.

Please use this form to allow someone else to access your rates account or cancel a previous authorisation.

☐ Give permission to access my rates account to:
☐ Collect Information ☐ Update Details ☐ Both

Or

☐ Cancel previous authorisation
--

Owners Details

Name:							
Property address:							
Assessment number:							
Postal address:							
			Postcode				
Phone number: Home:		Work:		Mobile:			
Email address:				Fax:			

New [Authorisation](#) – I give [permission](#) to:

Name:							
Postal address:							
			Postcode				
Phone number: Home:		Work:		Mobile:			
Email address:				Fax:			
Relationship:							

☐ I declare that I am the owner of this property

OR

☐ I declare that I am authorised to request these changes and I have attached the relevant documentation in support of this (information can include copy of will (for deceased estates), enduring power of attorney, VCAT order, guardianship order or certified letter of authority)

Signature:	
Name:	Date: ____ / ____ / ____

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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Hard Words

Authorisation: Giving official permission.

Authority: The right to act in a specified way, delegated from one person to another.

Nominate: To appoint someone else to act on your behalf to collect information or update details.

Permission: Officially allow someone to do something

Contact Council



03 5153 9500



feedback@egipps.vic.gov.au



eastgippsland.vic.gov.au



PO Box 1618, Bairnsdale 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

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