

PRINCIPAL PLACE OF RESIDENCE DECLARATION

Isaac Regional Council is collecting personal information you supply on this form only to assist in establishing your principal place of residence. Your personal information will be used by Council officers authorised to assist in the management and coordination of this service. The information will not be given to any other person or agency unless required by law or unless permission is sought from the person declared within this request. Personal information will be handled in accordance with the Information Privacy Act 2009

DEFINITION OF PRINCIPAL PLACE OF RESIDENCE

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 Isaac Regional Council's website at www.isaac.qld.gov.au. If your property meets the definition of Principal Place of Residence, please sign the declaration form below and return it to Isaac Regional Council with copies of any Two (2) of the following documents indicating your residency at the property:

- Electoral enrolment confirmation
- A Electricity account in the owner/s name, addressed to the property
- Current drivers licence showing dwelling or unit
- Other legal documentation to confirm your residency at the dwelling or unit

IMPORTANT INFORMATION

Please Note that adjustments will only be made within the current rate period. Please pay the net amount shown on your rate notice by the due date unless you receive written notification from Isaac Regional Council of a category adjustment. Ongoing checks will be authorised by Isaac Regional Council Officers to maintain record accuracy.

Please Note if your postal address is a PO Box, the supporting documents must include the property address. Upon receipt of the signed declaration and accompanying documentation, Isaac Regional Council will review the Differential General Rate Category.

OWNER/S DETAILS

FULL NAME		
DATE OF BIRTH, ABN OR ACN		
FULL NAME		
DATE OF BIRTH, ABN OR ACN		
PROPERTY ADDRESS		
DATE OF OCCUPANCY AT THE PROPERTY		
PHONE		MOBILE
POSTAL ADDRESS		
EMAIL		

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DECLARATION OF OWNERS WHO RESIDE AT THE PROPERTY

Please Note if the property is a dual ownership both parties are required to sign.

I/We have read and understand the definition of principal place of residence, as set out in Isaac Regional Council's 2018/2019 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 Isaac Regional Council immediately.

AUTHORISATIONS

APPLICANT (1)	Signature	DATE	
	Print Name		
APPLICANT (2)	Signature	DATE	
	Print Name		

Once completed please send form and any attachment to:
records@isaac.qld.gov.au or Isaac Regional Council, PO Box 97, Moranbah QLD 4744
or deliver in person to your local Isaac Regional Council office

DEPARTMENT USE ONLY

PLEASE VERIFY THE SUPPORTING DOCUMENTS PROVIDED WITH PRINCIPAL PLACE OF RESIDENCE DECLARATION.

	Current Drivers Licence (Copies front and back)		
	Recent Electricity Account		
	Other (Specify)		
PROCESSED BY	Signature	DATE	
	Print Name		