

PRINCIPAL PLACE OF RESIDENCE DECLARATION

Isaac Regional Council is collecting personal information you supply on this form in accordance with the *Information Privacy Act 2009*. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. 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
- An 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.
- **Please Note** Council will update your records with the contact details provided on this form.

OWNER/S DETAILS

NAME/S OF OWNER/S WHO RESIDE AT THE PROPERTY

FULL NAME		
DATE OF BIRTH	ABN / ACN	
FULL NAME		
DATE OF BIRTH	ABN / ACN	
PROPERTY ADDRESS		
DATE OF OCCUPANY AT THE PROPERTY		
POSTAL ADDRESS		
PHONE	MOBILE	
EMAIL		

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IF APPLICABLE – NAME/S AND ADDRESS DETAILS OF OWNER/S WHO DO NOT RESIDE AT THE PROPERTY

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

ADDITIONAL INFORMATION

DECLARATION OF OWNERS WHO RESIDE AT THE PROPERTY

I/We have read and understand the definition of principal place of residence, as set out in Isaac Regional 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 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