

Return Form to

Administration Office 577 Hannan Street, Kalgoorlie WA 6430
 Customer Service Centre, Kalgoorlie Town Hall, Cnr Wilson & Hannan Street, Kalgoorlie WA 6430
 Postal Address PO Box 2042, Boulder WA 6432
 Telephone (08) 9021 9600 Email mailbag@ckb.wa.gov.au



CHANGE OF DETAILS REQUEST

PERSONAL INFORMATION

OWNER (1) DETAILS

SURNAME/ COMPANY :	GIVEN NAME :
RESIDENTIAL ADDRESS :	POSTCODE :
POSTAL ADDRESS :	POSTCODE :
EMAIL :	MOBILE/PHONE :

OWNER (2) DETAILS

SURNAME/ COMPANY :	GIVEN NAME :
RESIDENTIAL ADDRESS :	POSTCODE :
POSTAL ADDRESS :	POSTCODE :
EMAIL :	MOBILE/PHONE :

PROPERTY DETAILS

PROPERTY ADDRESS :	ASSESSMENT NO :	A
Do you wish to have this request applied to ALL other properties under the same ownership? Yes No		
Please provide assessment number details of any other property/s you want the above information applied too.		
A	A	A

ERATES REGISTRATION (Refer to Page 2 for eRates registration Terms and Conditions)

	<p>I would like to register to receive my rates notice electronically.</p> <p>I understand a paper copy will NOT be mailed to me by registering for this service.</p> <p>I understand that I can withdraw my request for email delivery of my rate notice at any time by 'unsubscribe' through the City of Kalgoorlie-Boulder website: www.ckb.wa.gov.au</p>
Email Address :	

THIRD PARTY AUTHORITY (Refer to Page 2 for Third Party Terms and Conditions)

SURNAME/ COMPANY:	GIVEN NAME:
POSTAL ADDRESS:	POSTCODE:
EMAIL:	MOBILE/PHONE:
	I give FULL authority to the above mentioned access to information and to act on my behalf with all matters relating to my rates account.

DECLARATION

	I declare I am the owner and authorised person of the above mentioned property
	I declare, as the authorised person, I authorise the City of Kalgoorlie-Boulder to update my personal details as detailed above
	I declare that I have read, understand and agree to be bound by the Terms and Conditions related to the following registration/s: Erates Registration Third Party Authority

AUTHORISED PERSON SIGNATURE

	Date:
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TERMS & CONDITIONS

ERATES REGISTRATION

1. By submitting this application you are cancelling the delivery of a paper account and authorising an electronic copy to be sent to the nominated email address.
2. Only one email address per assessment can be provided to receive this service.
3. If you change your email address please advise the City by emailing mailbag@ckb.wa.gov.au
4. If you wish to cancel this service and revert back to a paper copy version, you are required to **'unsubscribe'** to this service through the City of Kalgoorlie-Boulder website www.ckb.wa.gov.au
5. For the purposes of these terms and conditions reference to a Rate Notice also includes reference to any Final notice or Instalment Notices,
6. You agree to receive your rate notice by email and understand that a paper document will not be sent.
7. You confirm you are the registered owner of the property address.
8. All future rate notices will be in the form of a PDF attachment to an email sent to the email address nominated by you.
9. If you own more than one property, you will need to register separately for each property. Separate email notifications will be issued matching the number of registrations received.
10. You must regularly check your nominated email address for rate notices.
11. You agree that rate notices are deemed served when it reaches your internet service provider, whether or not you have opened or read the email.
12. An "out of office" notification will not be considered an undeliverable rate notice.
13. You agree that you will retain the rate notice information yourself electronically or by printing it.
14. If you change your email address or mobile number, you are required to notify the City by emailing mailbag@ckb.wa.gov.au
Should Council receive an electronic "delivery failure" notification from your email address, your request for email delivery will be cancelled and a paper document will be posted to the last advised postal address.

THIRD PARTY AUTHORITY

1. Only the registered owner(s) on the Certificate of Title may appoint a third party to access or act on an their account.
2. If you appoint a third party you indemnify the City against any and all loss, directly or indirectly incurred as a result of the appointment of a third party.
3. This authority takes effect on the date that we amend our records to note the appointment and continues until you cancel it by notifying us in writing.
4. In the event of the death of the owner(s), the authority given under this form will automatically terminate.
5. Third parties may not give other individuals authority to access or act on this account.

OFFICE USE ONLY

<i>Officer's Name</i>		<i>Date</i>		<i>ECM Scan</i>	
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Reset Form

Print Form

Save Form as PDF