



ADDRESS/ACCOUNT CHANGE Request

OWNER INFORMATION (please print)

Name: _____ Phone: _____
Current Street Address: _____ Email: _____
Current Mailing Address: _____ City: _____
Postal Code: _____ Province: _____

Please note: Names on property title can only be changed through the Land Title and Survey Authority of BC.

ADDRESS/ACCOUNT CHANGE (choose one)

Change Address (UB) Transfer Credit (AP) Refund Credit (AP) Cancel Property Tax Installments (PR)

CHANGE/TRANSFER/CANCEL EFFECTIVE

Date: _____

CHANGE ADDRESS

New Mailing Address: _____ City: _____
New Email: _____ Phone: _____

Please Note: BC Assessment will be informed of address changes.

TRANSFER CREDIT

Previous Property Tax Account No.: _____ Property Tax Credit Amount: \$ _____
Previous Water Utility Account No.: _____ Water Utility Credit Amount: \$ _____
New Property Tax Account No.: _____ Amount to Property Tax Account: \$ _____
New Water Utility Account No.: _____ Amount to Water Utility Account: \$ _____

REFUND CREDIT

Property Tax Account No.: _____ Property Tax Credit Amount: \$ _____
Water Utility Account No.: _____ Water Utility Credit Amount: \$ _____

CANCEL PROPERTY TAX INSTALLMENTS

Property Tax Account No.: _____

SIGNATURE

APPLICANT SIGNATURE

DATE

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: duncan@duncan.ca or phone: 250-746-6126.