



# ADDRESS CHANGE FORM

Please print clearly

Roll No.(s) \_\_\_\_\_  
\_\_\_\_\_

Civic Address: \_\_\_\_\_

NAME(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Old Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Date Changed: \_\_\_\_\_

If you are a summer resident in Canada and a winter resident in the USA, you must choose the one address that most suits your needs.

If there were a death of one of the owners, we require a copy of the Death Certificate in order to change our records. If there were a change of ownership from one family member to another, we require a copy of the deed for that transaction in order for us to change our records.

If this address change affects more than one property, please include all roll numbers.

We will no longer accept verbal changes of address. Please visit our Website at [www.twprideaulakes.on.ca](http://www.twprideaulakes.on.ca) for the form and fax back to: 1-613-928-3097, or mail to: **Township of Rideau Lakes, 1439 County Road 8, Delta, ON K0E 1G0.**

This address change will be in effect until we are notified otherwise.

\_\_\_\_\_  
Signature of person changing information

**For Office Use Only:**

- faxed to Assessment Office
- changed in computer
- forwarded to Planning

**Please Note:**

Only property owners or their official agents have the authority to submit a Change of Address.