



Township of HAVELOCK-BELMONT-METHUEN

www.hbmtwp.ca

INC. 1998

MAILING ADDRESS CHANGE FORM

Completed forms are to be returned to the Finance Department via mail or email.

- Mail – 1 Ottawa St E, PO Box 10, Havelock, ON K0L 1Z0
- Email – havbelmet@hbmtwp.ca

| | |
|-------------|------------|
| First Name: | Last Name: |
|-------------|------------|

| | |
|----------------|--|
| Email Address: | Telephone Number: ____ - ____ - _____ |
|----------------|--|

| | |
|-----------------------------|------------------------------------|
| Municipal Property Address: | Mailing Address Currently on File: |
|-----------------------------|------------------------------------|

Property Roll Number: (if you own multiple properties, please write down each roll number that you would like an address update)

1531- ____ - ____ - _____ - _____

1531- ____ - ____ - _____ - _____

1531- ____ - ____ - _____ - _____

New Mailing Address Information

| | |
|----------------|--------------|
| Street Number: | Street Name: |
|----------------|--------------|

| | |
|---|---|
| If required, please indicate one of the following: <ul style="list-style-type: none"> <input type="checkbox"/> PO Box <input type="checkbox"/> Suite <input type="checkbox"/> Apartment <input type="checkbox"/> Floor <input type="checkbox"/> Unit | Enter apartment / suite / unit / etc number if required: _____ |
|---|---|

| | | | |
|-------|-----------|----------|--------------|
| City: | Province: | Country: | Postal Code: |
|-------|-----------|----------|--------------|

Select to update Utility Account mailing address (***village residents only – Municipal Water & Sewer***)

Yes, update utility account mailing address

Date of address change:

Print Name:

Signature:

By signing this form, you are authorizing the Township of Havelock-Belmont-Methuen to share your updated mailing address with the Municipal Property Assessment Corporation (MPAC). This information allows them to send you important information regarding your property. Personal information is collected under the authority of the Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act for the purpose of processing tax billings, Upper Tier updates, and other related Municipal administration. The personal information submitted will be used to provide you with information or updates on services or activities that the Municipality of Havelock-Belmont-Methuen delivers under the Municipal Act or other legislation. Questions about the collection of this personal information should be directed to the Township Clerk at 705-778-2308 or email havbelmet@hbmtwp.ca