

## Change of Address Form

### Moving Out

Please tick YES or NO where appropriate

**YES**                      **NO**

1. Full Name(s)	
2. Address of the property you are leaving  Reference No	
3. Were you the owner of the property? (If YES, go to question 7)	<input type="checkbox"/> <input type="checkbox"/>
4. Who is the owner?	
5. Is it a furnished let?	<input type="checkbox"/> <input type="checkbox"/>
6. What is the tenancy end date?	
7. What is your move out date?	
8. What is the date that the sale was completed (if applicable) and the names of the purchasers?	
9. What is your forwarding address? If it is within the Eden area, you should also complete the 'Tell us you are moving into a property' form.	
10. Contact telephone number	

I have completed this form and the information I have given is correct to the best of my knowledge. I understand that I must advise the Council of any changes in circumstances which may affect my Council Tax.

Signed: ..... Date:.....