



Change of Mailing Address Form

Roll Number(s): _____			
Civic Address: _____			
Registered Owner(s): _____ _____			
Old Address: _____			
Street/Po Box/Apt #	City	Province	Postal Code
New Address: _____			
Street/Po Box/Apt #	City	Province	Postal Code
Phone Number: _____			
Email: _____			
Effective Date: _____			
Signature: _____			
By signing this form, you are authorizing the Township of North Kawartha to share your updated mailing address with the Municipal Property Assessment Corporation (MPAC) which will allow them to send you important information regarding your property such as change in assessment notices.			

Only property owners or their official agents have the authority to submit a change of mailing address.

To ensure proper documentation, only written changes of address will be accepted. You can return this form by:

Email: m.sykes@northkawartha.ca
Mail: PO Box 550, 280 Burleigh St., Apsley, ON K0L 1A0
Fax: 705-656-4446

If you are a seasonal resident, please choose the address that most suits your needs. If this address change affects more than one property, please indicate all roll numbers.

If there was a change in ownership, we require a copy of the deed to change our records. If there was a death of one of the owners, we require a copy of the Death Certificate to change our records. For more information, contact the Accounting Assistant at 705-656-4445 x235.

The address change will be in effect until the Township is otherwise notified. A copy will be retained in the property roll file.

Office Use Only
Date Entered: _____
Initials: _____