

PLEASE RETURN TO:

NORTH LANARKSHIRE COUNCIL
PO BOX 9060
MOTHERWELL
ML1 1SH



Name: _____

Address: _____

Brian Cook
Head of Revenue and E-Government
Solutions
PO Box 9060
Motherwell, ML1 1SH
www.northlanarkshire.gov.uk

*The above must be completed

Council Tax Reference: _____
(As per Council Tax Notice)

MOVING ADDRESS

Part 1 : To be completed in relation to your new address.

Ref: OC01

Your new address: _____

Reference Number: _____
(if known)

FOR OWNER OCCUPIED PROPERTIES COMPLETE **SECTION A**
FOR RENTED PROPERTIES COMPLETE **SECTION B**

SECTION A

1. Your full name.	
2. Name of spouse or other joint owner(s).	
3. Legal date of entry.	
4. Date property occupied (if different from 3).	
5. Full name(s) of previous owner(s)	
6. Their new address (if Known).	
7. Name & address of solicitor who acted for previous owner(s).	



SECTION B

1. Your full name.	
2. Name of spouse or other joint tenant(s).	
3. Date tenancy commenced.	
4. Date property occupied by you if different from 3.	
5. Name and address of the owner of the property	
6. Name of previous tenant (if known).	

Signed: _____

Date: _____

Part 2 : To be completed in relation to your previous address.

Ref: OC01

Your previous address: _____

Reference Number: _____
(if known)

FOR OWNER OCCUPIED PROPERTIES COMPLETE **SECTION A**
FOR RENTED PROPERTIES COMPLETE **SECTION B**

SECTION A

1. Legal date of entry of new owner(s).	
2. Date property vacated by you (if different from 1).	
3. Full name(s) of new owner(s).	
4. New owner's previous address (if known).	
5. Name & address of solicitors who acted in the sale of the above.	

SECTION B

1. Date tenancy terminated.	
2. Date property vacated by you if different from 1.	
3. Name and address of the owner of the property.	

Signed: _____

Date: _____