

FOR OFFICIAL USE
ONLY

Ref No:
Date Received:

Mid Devon District Council
Street Naming and Numbering
Phoenix House
Phoenix Lane
Tiverton EX16 6PP



Tel: 01884 234309 or 234250
Email: 1135SNN@middevon.gov.uk

CHANGE OF AN OFFICIAL ADDRESS

Note: The allocation of an official address is the responsibility of the Local Authority. Royal Mail is responsible for allocating the postcode and post town. Mid Devon District Council will obtain this service from Royal Mail and provide the customer with a complete postal address.

Please complete Sections A and B and post or email the form to the above address.

A. Please complete your details (address to which correspondence will be sent)

Name:

Address:
.....
..... Postcode

Telephone number:

Email address:

B. Change of house name (a fee of £31.00 is payable)

If your property has no street number and is known by name only changes have to be registered officially through the Local Authority. Once an official address is confirmed we will notify all Council departments. You will need to notify all personal correspondents (e.g. banks, building societies and utility companies).

Important: Where a property has been issued a street number this will have to be retained in the address.

Existing address:
..... Postcode

Proposed address:
..... Postcode

I confirm that I am the registered owner of the above property or that I am due to exchange contracts on ..dd../..mm../..yyyy..

Signed:

Date:

Note: Cheques to be made payable to Mid Devon District Council