



FINANCE CLUSTER
REVENUE MANAGEMENT UNIT
Florence Mkhize Building,
251 Anton Lembede Street,
Durban, 4001
Toll Free: 080 311 1111
Website: [http://: www.durban.gov.za](http://www.durban.gov.za)

Queries: <http://correspondence.durban.gov.za:200/>

INFORMATION CHANGE FORM – RESIDENTIAL CUSTOMER

PLEASE COMPLETE IN BLOCK LETTERS

INDICATE CHANGE REQUIRED (tick)

NAMES POSTAL ADDRESS CONTACT DETAILS

OTHER specify _____

1. DETAILS OF APPLICANT

Municipal Account number	
Full name	
ID number	
Contact telephone numbers	
Property address	
Postal code	
Email address	

2 DETAILED CHANGES REQUIRED

3. DECLARATION: BY AUTHORISED REPRESENTATIVE

I, the undersigned, _____, do hereby declare that:

1. I am the registered owner of the abovementioned property/account holder/ authorised representative.
2. All the information supplied on this form is true and correct and all other information on the Municipality's records remains unchanged or will be updated concurrently with this form.
3. This change of name, if granted, will not release me from any obligations incurred under the existing account/s or action in any previous name and shall not be deemed to constitute the opening of a new account with the Municipality.
4. I acknowledge and understand that all the terms and conditions in the existing Municipal Services Agreement concluded between myself and the Municipality shall remain in full force and effect, except to the extent where variations have been mutually agreed to, in writing.

APPLICANT'S SIGNATURE

DATE

Note: Certified copy of applicant's ID or Smart Card must be attached to this application

For Office Use Only

Account No: _____

Application: Approved / Not Approved _____

Reason/s for refusal _____

Approved / Not Approved By:

Name _____ Signature: _____ Date: _____

Designation _____

4. SUBMISSION OF APPLICATION

Applications may be submitted electronically to <http://correspondence.durban.gov.za:200/>

Hand delivered applications may be sent to Sizakala Centres or any Revenue Customer Service Centres.

For further queries, contact Tel: 080 311 1111.

All applicants are encouraged to submit their application forms via email provided above, where possible.