



**MAILING ADDRESS CHANGE FORM**

Completed forms are to be returned to the Finance Department via mail or email.

- Mail – 1 Ottawa St E, PO Box 10, Havelock, ON K0L 1Z0
- Email – havbelmet@hbmtwp.ca

First Name and Last Name (form to be completed by property owner):

\_\_\_\_\_

Email Address:

Telephone Number:

\_\_\_\_\_

\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Municipal Property Address:

Property Roll Number:

\_\_\_\_\_ 1531-

\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Check to update Utility Account address (**Havelock Village Residents Only**)

**New Mailing Address Information**

Apt/Unit/Suite Number – Street Number, Name and PO Box

\_\_\_\_\_

City

Province

Postal Code

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Address Change:

I verify that I am the registered property owner  
or their official agent.

\_\_\_\_\_

Print Name:

Signature:

\_\_\_\_\_

\_\_\_\_\_

By signing this form, you are authorizing the Township of Havelock-Belmont-Methuen to share your updated mailing address with the Municipal Property Assessment Corporation (MPAC). This information allows them to send you important information regarding your property. Personal information is collected under the authority of the Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act for the purpose of processing tax billings, Upper Tier updates, and other related Municipal administration. The personal information submitted will be used to provide you with information or updates on services or activities that the Municipality of Havelock-Belmont-Methuen delivers under the Municipal Act or other legislation. Questions about the collection of this personal information should be directed to the Township Clerk at 705-778-2308 or email havbelmet@hbmtwp.ca