

Application to make Occupier the Principal Ratepayer

To request that an occupier be recorded as the principal ratepayer for a property, please complete this form and return it to the Alexandrina Council Revenue Team. Council will assess the request in accordance with section 172(2) of the Local Government Act 1999 (SA).

This form must be signed by both the owner and the occupier. The owner is ultimately responsible for payment of rates as the registered owner of the Title and the owner is responsible to advise Council in writing if the occupancy changes.

Property Details

Property Number	
Property Address	
Suburb / Town	
Postcode	
Valuation Number	

Occupier Authorisation

I/We, being the occupier(s) of the rateable property described below, request that my/our name(s) be entered in Council's assessment record as the principal ratepayer(s) for this property. This request must be supported by the owner(s) of the property.

Occupier Name(s)	
Postal Address	
Suburb / Town	
Postcode	
Phone	
Mobile	
Email	

Occupier Signature	Date
Other occupier Signature (if applicable)	Date

Owner Authorisation

I/We, being the owner(s) of the property described in this application, consent to the occupier(s) named above being entered as the principal ratepayer(s) in Council's assessment record. I/We acknowledge that owner liability may continue in accordance with the Local Government Act 1999 (SA).

Owner Name(s)		
Postal Address		
Phone		
Email		
Owner Signature	Date	
Other Owner Signature (if applicable)	Date	

Submission Details

Please return the completed and signed form to Alexandrina Council Revenue Team.

Email: alex@alexandrina.sa.gov.au

Phone: (08) 8555 7000

Main Office: 11 Cadell Street, Goolwa SA 5214

It is your responsibility to advise Council if your details or occupancy arrangement change.