

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale Vic 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service: 133 677
Residents' Information Line: 1300 555 886
ABN: 81 957 967 765

Animal Ownership Change

There are some hard words in this form. The hard words are in blue. You can read what the words mean on page 2.

Important Information:

- All animal ownership changes must be made in writing
- Changes will only be made once the form has been received and signed by both the new owner and last owner or
- If unable to get the last owners signature a [Statutory Declaration](#) must be completed.

Your Details

Name:							
Home address:			Postcode				
Postal address: (if different)			Postcode				
Phone number: Home:		Work:		Mobile:			
Email address:							
Do you have a Pension Card? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please attach a copy)							

Animal Details

Animal type: <input type="checkbox"/> Dog <input type="checkbox"/> Cat	
Animal name:	
Breed:	
Sterilised: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Microchip number:	
East Gippsland Shire Council Animal Reference Number:	

Last Owners Details

Name:							
Address:			Postcode				
Phone number: Home:		Work:		Mobile:			
Signature:							

I agree that

- All information on this form is correct
- The last owner has given me the animal
- The last owner has signed this form

Your Signature: _____	Date _____/_____/_____
-----------------------	------------------------

Office Use Only

Date: _____/_____/_____	Pathways Updated: <input type="checkbox"/> Yes <input type="checkbox"/> No	Initials: _____
-------------------------	--	-----------------

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale Vic 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service: 133 677
Residents' Information Line: 1300 555 886
ABN: 81 957 967 765

Statutory Declaration

Statutory Declaration

I, Name _____

Of, Address _____

In the State of Victoria, agree that:

- I am the new owner of this animal.
- This information is true
- I am unable to get the last owners signature.

Signature: _____

Witness (**Approved Person**) Name: _____

Witness (**Approved Person**) Signature: _____ Date: ____/____/____

You must sign in front of an **approved person**.

Hard Words in this Form:

Statutory Declaration: A statutory Declaration is sometimes called a 'stat dec'. A Statutory Declaration is a legal document and means you are telling the truth

Microchip: means an electronic device that is capable of being permanently implanted in an animal of a prescribed class of animal and that is designed to record information in a manner that can be electronically retrieved.

Sterilised: A dog or cat that has had a surgical procedure to remove all or part of the reproductive organs to prevent it breeding.

Approved Person: A Statutory Declaration can be witnessed by a Justice of the Peace, Pharmacist, Police Officer, Court Registrar, Bank Manager, Medical Practitioner or a Dentist or any other person named as per section 107A of the Evidence (Miscellaneous Provisions) ACT 1958.

Submitting your application

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au	
In Person	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

SEP15