

Alteration to Assessment Record

Deceased Owner



Please complete this form in **BLOCK LETTERS** and return by:

- **Post:** PO Box 11, Victor Harbor SA 5211
- **Email:** localgov@victor.sa.gov.au
- **In person:** 1 Bay Road, Victor Harbor

The death of an owner should be registered on the Certificate of Title, please contact the Lands Titles Office or your solicitor/conveyancer to discuss this process. Council's Assessment Record can be altered in the interim but will be confirmed once the appropriate documents have been registered by the Lands Titles Office.

Applicant Details

Name _____
Address _____
Email _____ Phone _____

Property Details

Assessment Number A _____ Valuation Number _____
Address _____
Owner _____

Details of Deceased

Name _____

Ownership Type:

- ☐ Sole Owner – Attach a copy of the deceased's death certificate and will (showing executors)
- ☐ Joint Owner – Attach a copy of the deceased's death certificate

Note: If property is jointly owned as 'Tenants in Common' or no survivorship applies, a copy of the will should also be supplied.

The remaining owner(s) or executors will be liable for payment of the remaining and future council rates.

Is an extension required to access funds, granting of probate, sale of property, etc? Yes / No

If Yes, provide details and expected timeframe below;

Signature of applicant: _____ Date: _____