



Property Tax Account Update

Name/Owner Update Change Form

200 Brady St., P.O. Box 5555 Stn. A Sudbury ON P3A 4S2

Form filling instructions:

1. This request form is used when taxpayer(s) want to modify or update information relating to mailing address.
2. Provide all requested information and supporting documents, (an incomplete form may delay processing).
3. This form can be emailed, faxed, mailed or delivered to the City of Greater Sudbury at:

City of Greater Sudbury	Email: taxdepartment@greatersudbury.ca
PO Box 5555 Stn A	Fax: 705-671-9327
Sudbury, ON P3A 4S2	Nearest Citizen Service Centre in Capreol, Chelmsford, Dowling, Garson, Hanmer, Lively or Sudbury
4. For assistance, please contact 705-674-4455 extension 2601.
5. A separate form is required per property that requires an update or change.

Roll Number: - - -

Property Address: _____

Owner(s): _____

Mailing Address: _____

Telephone: _____ Email: _____

Notice of NAME CHANGE:

From: _____ To: _____

Supporting documentation attached:
 Driver's License Marriage Certificate Other (specify): _____

Notice of OWNER REMOVAL / UPDATE:

Name of Owner to be removed/updated: _____

Supporting documentation attached:
 Death Certificate Transfer Document Other (specify): _____

Authorization

I/we authorize the City of Greater Sudbury to update the property tax account with the revised information provided. Furthermore, I/we acknowledge that all person(s) whose signatures are required to sign on this account have signed this application.

Signature 1: _____ Signature 2: _____

Date: _____ Date: _____