



The Meadows Public School

CHANGE OF CONTACT DETAILS

(Telephone number, email address, address, Emergency Contacts)

Child's Name: _____ Class: _____

Child's Name: _____ Class: _____

Child's Name: _____ Class: _____

Please be advised of the following change of contact details.

PLEASE NOTE: for change of address please provide at least **two** documents from the list below,

Document must show the full name of the child's parent.

- Council rates notice,
- Lease agreement through a registered real estate agent or rental board bond receipt,
- Exchanged contract of sale,
- Centrelink payment statement showing home address,
- Electoral roll statement,
- Electricity, gas or water bill showing the service address,
- Telephone or internet bill showing the service address,
- Drivers licence or government issued ID showing home address,
- Home building or home contents insurance showing the service address,
- Motor vehicle registration or compulsory third party insurance policy showing home address.

Date: _____

Signed: _____
(Parent/Guardian)

Office Use Only

- Change of address evidence sighted & copied.
- Change details in ERN and Print new Emergency Contact Detail Report thru ERN for PRC