

## Property Management Authority Form

Use this form to change the postal address and give TasWater permission to share account, service & financial information with any employee of the specified property management company. **Complete a separate form for each property.**

### 1. Property Details

Account No.			
Unit no.		Street no.	
Street			
Suburb		Postcode	

### 2. TasWater Account Holder Details

Business name			
Last name		First name	
Email		Phone	
Last name		First name	
Email		Phone	

### 3. Property Management Agency

Business name			
Email		Phone	
<input type="checkbox"/>	Do not change postal address, or complete below to change postal address to C/- Property Agency		
PO Box		Unit	
Street			
Suburb		Postcode	

### 4. Authority Level & Expiration

<input type="checkbox"/>	<b>Level 1: Information only</b> - May request information specific to the specified account (including customer service requests), without making changes.
<input type="checkbox"/>	<b>Level 2: Limited access</b> - May request information specific to the specified account, may request changes to account information on the specified account on your behalf, may receive copies of your bills.
<input type="checkbox"/>	<b>Level 3: Full account access</b> - Level 1 and 2 access and the representative may also make or authorise financial arrangements in relation to the specified account on your behalf

### 5. TasWater Account Holder Authorisation

Name		Name	
Signature		Signature	
Date		Date	

### Please Return Form to TasWater

Mail	GPO Box 1393 Hobart TAS 7001	Email	enquiries@taswater.com.au
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## Property Management Authority Form

Who can complete this form?

The property manager can complete sections one (1) to four (4); however, section five (5) must be signed by the account holder/s.

Who is financially liable for the account if authority is given to an authorised representative?

Financial liability for the account remains with the property owner at all times.

How do I cancel an authority?

The account holder may void any current authorities at any time by notifying TasWater.

### Privacy Statement

In accordance with the *Personal Information Protection Act 2004* (Tas) and the *Privacy Act 1988* (Cth) we may collect, hold and use your personal information in order to enable us to provide you with our services. To understand more about our obligations and your rights please refer to our Information Protection Statement and our Privacy and Credit Reporting Policy on our website at [www.taswater.com.au/About-Us/Governance-and-Policies](http://www.taswater.com.au/About-Us/Governance-and-Policies), email us at [enquiries@taswater.com.au](mailto:enquiries@taswater.com.au) or write to our Privacy Officer, c/- TasWater, GPO Box 1393, Hobart TAS 7001.