45 Princes Highway, Werribee, Victoria 3030, Australia

PO Box 197, Werribee, Victoria 3030, Australia

1300 023 411

 (03) 9742 0817

mail@wyndham.vic.gov.au

ABN: 38 393 903 860

www.wyndham.vic.gov.au

Civic Centre

Postal

Telephone

TTY

Email

By submitting this information, you are agreeing to Council cancelling or closing your current registration as you are no longer trading from this premises. Please provide details below.

**Details of Current Proprietor**

|  |  |
| --- | --- |
| **Reference Number** | *HLF* |
| **Date of business closure/Settlement Date** |  |
| **Business trading name** |  |
| **Business trading address** |  |
| **Home Address** |  |
| **Mobile Phone Number** |  |
| **Email** |  |

Have you sold your business? Yes No

**If you have ticked yes, please provide proof of settlement. A premises registration will not be closed until this can be**

**provided.**

If you have ticked yes, please provide new business owner (Proprietor) details below.

**Details of New Proprietor**

|  |  |
| --- | --- |
| **Name** |  |
| **Home Address** |  |
| **Phone** |  |
| **Email** |  |
| **Proposed Trading Name** |  |

**If you would like to apply for a refund, please provide your bank details below. Council will review your registration and issue a refund if applicable. A refund will not be issued until proof of settlement has been provided.**

**Bank account details:**

|  |  |
| --- | --- |
| **Bank Name** |  |
| **Account in name of** |  |
| **Account Number** |  |
| **BSB** |  |

|  |
| --- |
| **Declaration** |
| I understand and acknowledge that the information provided in this application is true and complete to the best of my knowledge. |
| **Business Owner name** | **Signature** | **Date**  |
|  |  |  |
|  |  |  |

**How to lodge your application**

|  |  |  |
| --- | --- | --- |
| **By email** | **In person** | **By mail** |
| mail@wyndham.vic.gov.au | Wyndham City Council45 Princes HwyWerribee VIC 30308.00am to 4.30pm Monday to Friday | P.O Box 197Werribee VIC 3030 |

*If you need to speak with us, please call 1300 023 411 to be transferred to the relevant department.*