

If you are the Executor of the Estate, remaining joint property owner, or know someone who has passed away and owns property in the MidCoast Council (Council) area, this information on our website may be of help:

[Your Rates - Frequently Asked Questions](#)

This information may be required by Council:

Copy of Death Certificate

or if unavailable the Hospital may provide a notification of Death.

Copy of the will

This documents states who the Executor/s of the Estate is/are.

Being the Executor provides the authority for the following:

1. Cancel / Start / Amend Direct Debit for Land & Water Rates
2. Change the postal address (refer below)
3. Make payment arrangements for Land & Water Rates or Sundry Debtors

Please see our Website for information on [Paying May Rates](#).

Please provide contact details of the Executor.

Letter from the Solicitor

If no Will is available or Probate is being Granted, then a **letter from the Solicitor** handling the Estate with the following information:

1. Stating they are handling the Estate matters
2. The stage the Estate is at in regard to Probate etc.
3. Whether there is funds in the Estate to pay the Land & Water Rates or if time is required for these matters to be settled
4. Change of postal address if required
5. Cancel / Amend Direct Debit for Land & Water Rates
6. The Executor or beneficiaries of the Will (if there is one).

Pension rebate for Council Land & Water Rates

If there is a remaining joint property owner, who is residing at the property and holds a pension card, they may be eligible for the pension rebate instead. A new Pensioner Concession Application Form is required with a copy of their Pension Concession Card or DVA Gold Card. There are certain eligibility conditions.

Please see our Website for information on [Pensioner Rebates](#).

Power of Attorney (POA) for remaining joint property owner

If applicable a copy of the General or Enduring Power of Attorney for the remaining property owner to be supplied to Council for any future requirements. A POA is no longer applicable once the Principal has passed away.

Change of Address

Required in writing, either online, email, letter or in person:

- Executor is able to do, if a copy of the Will or Solicitor's letter has been provided
- POA is able to do, if a copy is on file, for remaining property owner/s

Please see our website for [Change of Address for Rates Notices form](#).

Dog / Cat registration change of address or ownership

Please see our website for information on [changing the ownership of a cat or dog](#).

**Privacy:** This information is required to assist with your application and will not be used for any other purpose without seeking your consent, or as required by law. Your application will be retained in our Records Management System and disposed of in accordance with current legislation. Your personal information can be accessed and corrected at any time by contacting us.