

## Property Address Update Form

Please return completed form to: Postcode Dept, POHQ, Spring Valley Industrial Estate, Douglas, Isle of Man IM2 1AA

Current address details	
Your name*	
Property name / number*	
Thoroughfare (e.g. Street, Avenue, Road)	
Post town	
Postcode	

\*Must be completed

Your property's new name	
New name (please print clearly)	

It is important to both Isle of Man Post Office and you that we have the correct details. Any incorrect details may cause delay or non-delivery of your daily post. Please check again that the details above are correct and crucially that the new property name is spelt correctly.

**Please note: if the property contains apartments, flats, or any other multi-occupancy; changes can only be made by the property owner or management company.**

If you have any queries concerning your current address, or you would like any advice, please enter your query below:

Alternatively you can contact 698411 or [postcodes@iompost.com](mailto:postcodes@iompost.com) with your enquiry.

**I confirm that I have the right to change the detail of the above named property:**

**Signed** \_\_\_\_\_ **Print** \_\_\_\_\_

**Date** \_\_\_\_\_

**Delete as necessary: Owner occupier / Owner / Management company secretary / Other (please specify)** \_\_\_\_\_

**Email address** \_\_\_\_\_ **Contact phone number** \_\_\_\_\_

Isle of Man Post Office takes your privacy seriously. The information you provide on this form will only be used for the delivery of this service and held in accordance with the Isle of Man General Data Protection Regulation. For the full privacy notice please visit [iompost.com/privacy](http://iompost.com/privacy).