File No:

(Court Use Only)

**Form 24** | Change of Contact Details

|  |
| --- |
| **CHANGE OF CONTACT DETAILS** |

|  |
| --- |
| **FILE NUMBER:** |
| Click to enter file number. |

|  |
| --- |
| **SECTION 1 – DETAILS TO BE UPDATED** |
| **Please update the following contact details:** *(please tick)* |
|[ ]  **Address** |
|[ ]  **Phone number** |
|[ ]  **Email address** |
|[ ]  **Contact person** |

|  |
| --- |
| **SECTION 2 – NAME** |
| **Name as listed on originating document:** |
| Click to enter name. |

|  |
| --- |
| **SECTION 3 – PREVIOUS DETAILS**  |
| **Name of contact:** |
|

|  |
| --- |
| Click to enter name of contact. |

 |
| **Name of company / firm:** *(if applicable)* |
|

|  |
| --- |
| Click to enter name of company / firm. |

 |
| **Address for correspondence (postal address):** |
|

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Click to enter address. | **Suburb:** | Click to enter suburb. | **State:** | Select an item. | **Postcode:** | Enter postcode. |

 |
| **Contact number(s):** |
|

|  |  |
| --- | --- |
| Click to enter telephone number. | Click to enter mobile phone number. |

 |
| **Email address:** |
|

|  |
| --- |
| Click to enter email address. |

 |

|  |
| --- |
| **SECTION 4 – NEW DETAILS** |
| **Name of contact:** |
|

|  |
| --- |
| Click to enter name of contact. |

 |
| **Name of company / firm:** *(if applicable)* |
|

|  |
| --- |
| Click to enter name of company / firm. |

 |
| **Address for correspondence (postal address):** |
|

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Click to enter address. | **Suburb:** | Click to enter suburb. | **State:** | Select an item. | **Postcode:** | Enter postcode. |

 |
| **Contact number(s):** |
|

|  |  |
| --- | --- |
| Click to enter telephone number. | Click to enter mobile phone number. |

 |
| **Email address:** |
|

|  |
| --- |
| Click to enter email address. |

 |

| **SECTION 5 – DECLARATION** |
| --- |
| [ ]  **I have read and understood the Privacy Statement below.** |
| **Privacy Statement**The Land Court and Tribunal Registry (which forms part of the Department of Justice and Attorney-General) is collecting information provided on and with this form to assess the suitability of the matter for the Land Court.Any information you provide will only be used by the Registry for the purpose for which it was provided. For more information about how DJAG manages personal information please refer to DJAG’s [Privacy Guide.](https://www.justice.qld.gov.au/corporate/publications-policies/information-and-privacy)Please ensure that the personal information you provide on this form is true and correct, including the information you provide about other parties. I certify the above information provided is accurate and correct. |

|  |
| --- |
| **SECTION 6 – DECLARATION SIGNATURE** |
| **Signed by:** *(please select one)* |
|[ ]  Click to select an option. |
|[ ]  **Company:** *(please specify the company name and your position below)* |
| **Company name:**  |
| Click to enter company name. |
| **Position within company:** |
| Click to enter position within the company. |
| **Name of signatory:** |
| Click to enter name. |
| *(this form may be signed via digital ID in the space provided below, otherwise please print the form and sign it by hand)* |
|  |
| Click here to select date of signing. |

| **SECTION 7 – RETURN FORM** |
| --- |
| You or your representative must file this **Form 24** in the Land Court. Please submit this completed **Form 24,** which may be sent, via email tolandcourt@justice.qld.gov.au , or: |
| In Person:**Land Court Registry**Level 8363 George StreetBRISBANE QLD 4000 | By Post:**The Registrar**Land Court RegistryGPO Box 5266BRISBANE QLD 4001 | By Fax:**The Registrar**Land Court Registry(07) 3738 7434 |