

Land Registry

Updating registered owners' contact address



You must be one of the registered owners of the property whose address is being updated or act for such person.

Please return this form to:

Freepost RSUY-SSUU-EJRX
Land Registry
Gloucester Office
COA Team
Twyver House
Bruton Way
Gloucester
GL1 1DQ

We will send confirmation of completion of application to your current address listed in section 1.

This is the property for which you wish to change the contact address of the registered owners.

Phone 0800 0283 404 if you have trouble supplying this information.

See Public Guide 20 – Evidence of identity – non conveyancers. 'Corporate bodies' include companies and limited liability partnerships.

1 Your details

Full name: _____

Current address: _____

Telephone number: _____

Date of birth: DD/MM/YY _____

I have lived here for _____ years and _____ months



Affix a recent passport sized photo (within last three months) of yourself here

If applicable, please list any other address you have lived at the last five years and how long you lived at each address

2 Property

Title number (if known): _____

3 Evidence of your identity

i. Private individuals

I enclose

- a copy of one document from List A **or**
 copies of two documents from List B.

List A

- Passport biodata page (the page with your photo on)
- Photocard driving licence (not a provisional licence)

List B

- Utility bill less than three months old (internet bills are not acceptable)
- Council tax bill for current year
- Mortgage statement for last completed year

ii. Corporate bodies

- I enclose form ID2

Please ensure sections 4 and 5 are completed on the next page before returning your application form.

List all the registered owners of the property detailed in section 2, and give the addresses where they would like us to send correspondence to.

You may have up to three addresses for each registered owner. One must be a postal address, but it doesn't have to be in the UK. You may also include email addresses.

If any registered owner cannot sign the form, then you must enclose evidence of authority to act for them, such as power of attorney, court order and so on.

Land Registry may share, check and verify the information you are providing with:

- other government departments and agencies
 - law enforcement agencies
 - other relevant organisations and bodies
- and access information relating to you from the databases of the organisations and bodies mentioned above, for verification purposes.

By providing the information requested in this form you will be indicating your agreement to Land Registry processing your information in this way.

If you would like further information on this privacy policy please email dataprotection@landregistry.gsi.gov.uk

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

4 I/we authorise Land Registry to check the register and if necessary, update it to show the following addresses.

Please note: all existing contact details will be removed and replaced with the information provided in this section.

Registered owner 1

Full name in capitals:

Address 1:

Address 2:

Address 3:

Signature:

Registered owner 2

Full name in capitals:

Address 1:

Address 2:

Address 3:

Signature:

Registered owner 3

Full name in capitals:

Address 1:

Address 2:

Address 3:

Signature:

Registered owner 4

Full name in capitals:

Address 1:

Address 2:

Address 3:

Signature:

If you apply to change your contact details we will send a letter to your old and new addresses to check that the application is genuine.

5 Signature of applicant in section 1

I certify that the above information is true

Date DD/MM/YY