



**MOP(S) ACT EMPLOYEES**  
**CHANGE OF ADDRESS**

<p><b>Options for returning your completed form</b> Scan and Email to: <a href="mailto:MOPSPay&amp;Conditions@finance.gov.au">MOPSPay&amp;Conditions@finance.gov.au</a> or Post to: Ministerial and Parliamentary Services Department of Finance One Canberra Avenue FORREST ACT 2603</p>	<p><b>Enquiries:</b> Ministerial and Parliamentary Services Email: <a href="mailto:mpshelp@finance.gov.au">mpshelp@finance.gov.au</a> Phone: (02) 6215 3333</p>
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<b>EMPLOYER DETAILS</b>	▶ Employer name	<input style="width: 100%;" type="text"/>
	▶ Employer state	<input style="width: 100%;" type="text"/>

<b>EMPLOYEE DETAILS</b>	▶ Full name	<input style="width: 100%;" type="text"/>
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<b>CHANGES</b>	▶ I wish to advise:	
	change to residential address <input type="checkbox"/>	▶ Date of effect <input style="width: 100px;" type="text"/>
		New address <input style="width: 100%; height: 20px;" type="text"/>
		<input style="width: 100%; height: 20px;" type="text"/> Postcode
	change to postal address <input type="checkbox"/>	▶ Date of effect <input style="width: 100px;" type="text"/>
		New address <i>(if same as new residential address write 'as above')</i> <input style="width: 100%; height: 20px;" type="text"/>
		<input style="width: 100%; height: 20px;" type="text"/> Postcode
	change to official .gov.au email <input type="checkbox"/>	▶ Date of effect <input style="width: 100px;" type="text"/>
		<input style="width: 100%; height: 20px;" type="text"/>
	change to personal email <input type="checkbox"/>	▶ Date of effect <input style="width: 100px;" type="text"/>
		<input style="width: 100%; height: 20px;" type="text"/>

<b>SIGNATURE</b>	▶ By signing this form, I acknowledge that:	
	<ul style="list-style-type: none"> <li>• I understand that knowingly giving false or misleading information is a serious offence under the <i>Criminal Code Act 1995</i>.</li> <li>• I have read and understood the Privacy Collection Notice (see below).</li> </ul>	
	<b>Signature of Employee</b>	<input style="width: 100%; height: 40px;" type="text"/>
		Date <input style="width: 100%; height: 20px;" type="text"/>

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<b>OFFICE USE ONLY</b>	chris21 pay <input style="width: 150px;" type="text"/>	Initials & date entered <input style="width: 150px;" type="text"/>	Initials & date certified <input style="width: 150px;" type="text"/>
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