Yukon Government

CHANGE OF ADDRESS REQUEST FOR BUSINESSES

City of Whitehorse

This form allows you to notify the Yukon government departments or branches you specify of a change of address. It also allows you to notify the City of Whitehorse. These changes will be sent to the departments identified, which will update their records. Use of this form is optional. You may still contact departments or branches directly to update your address.

Please print. Provide as much information as possible and provide your signature below.

1 On what date do you want this change to take effect? _____ (year/month/date)

2 **Previous address**

Street address _____

City or town _____

Territory or Province _____ Postal code _____

Telephone _____ Fax _____

Email _____ Website _____

Mailing address _____
(if different
from above) _____ Postal code _____

3 **New address**

Street address _____

City or town _____

Territory or Province _____ Postal code _____

Telephone _____ Fax _____

Email _____ Website _____

Mailing address _____
(if different
from above) _____ Postal code _____

4 Registered business name (provide as many as apply)

_____ _____

_____ _____

Proprietor/Partner name(s) _____

(Note: Non Profit and Societies: A letter signed by two Board Members is required.)

5 **Please specify which departments or branches you wish to notify of your change of address.**

- ☐ **City of Whitehorse** (Business)
- ☐ Lands (Provide land information in section 7)
- ☐ Property Assessment Branch (Provide land information in section 7)
- ☐ Vehicle Registration (provide plate numbers in section 6)
- ☐ National Safety Code (Weigh Stations and Enforcement)
- ☐ Mineral Resources Branch
- ☐ Oil and Gas Resources Branch
- ☐ Trade and Investment Branch
- ☐ Yukon Business Directory
- ☐ Contractor's Plan Deposit System
- ☐ Government Source List
- ☐ Purchasing
- ☐ Queen's Printer (Subscription Services)
- ☐ Environmental Health Services
- ☐ Finance (Business)
- ☐ Corporate Affairs [proprietors and partnerships]
- ☐ Consumer Services [licences and appointments]
- ☐ Tourism Industry Services [Vacation Guide advertisers]
- ☐ **Yukon Liquor Corporation**
- ☐ **Yukon Water Board Licence #**_____
- **Yukon Workers' Compensation Health and Safety Board**
  - ☐ Employer Assessments
- ☐ Agriculture Branch (Business)
- ☐ Environmental Protection and Assessment (Business)

6 **Vehicle registration** (if applicable)

☐ Specify the plates you wish to have updated _____ | _____ | _____ | _____ | _____

_____ | _____ | _____ | _____ | _____

7 **Land information** (if applicable)

Name under which title is registered _____ Lot no. _____ Block no. _____ Plan no. _____

Area (subdivision, municipal address) _____ Municipality _____

8 I acknowledge that I am submitting this information voluntarily to update my address information with the departments and branches specified.

_____ Print name

_____ Signature

_____ Date

Return this form to the Inquiry Centre at 2071 Second Avenue, Whitehorse or to any Yukon government office, or mail it to:

Inquiry Centre, Administration Building, Government of Yukon, C-21A
Box 2703, Whitehorse, Yukon Y1A 2C6

For more information call: (867) 667-5812
or toll free at 1-800-661-0408, Fax: (867) 393-6295 or www.gov.yk.ca

Notice: Information is collected for the purpose of updating address information.
Queries about this initiative should be directed to: Inquiry Center As Above.

FOR OFFICE USE ONLY

Mail code of receiving department _____

Date received _____

Form entry queries _____

Processed _____ **No. of departments** _____

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