

## NOTICE OF CHANGE OF ADDRESS FOR SERVICE

### COURT DETAILS

Court  
#Division  
#List  
Registry  
Case number

### TITLE OF PROCEEDINGS

[First] plaintiff **[name]**  
#Second plaintiff #Number of  
plaintiffs (if more than two)

[First] defendant **[name]**  
#Second defendant #Number of  
defendants (if more than two)

### FILING DETAILS

Filed for **[name]** [role of party eg plaintiff]  
#Legal representative [solicitor on record] [firm]  
#Legal representative reference [reference number]  
Contact name and telephone [name] [telephone]

### NEW ADDRESS FOR SERVICE

Address **#[unit/level number]** **#[building name]**  
[State the new address for service. This  
must be an address in NSW unless one  
of the exceptions listed in UCPR 4.5(3)  
apply.] **[street number]** **[street name]** **[street type]**  
**[suburb/city]** **[state/territory]** **[postcode]**

#DX address

Telephone

Fax

Email

Electronic service address **[#email address for electronic service eg  
[service@emailaddress.com.au](mailto:service@emailaddress.com.au) #Not applicable]**

### SIGNATURE

#Signature of legal representative

#Signature of or on behalf of  
party if not legally represented

Capacity **[eg solicitor, authorised officer, role of party]**

Date of signature