



Southbank Office:
178 City Road, Southbank Vic 3006
All correspondence to: P.O Box 19299
Southbank Vic 3006
Ph: (613) 9697 8888 Fax: (613) 9697 8822
www.micm.com.au

To Whom It May Concern,

Property Address _____

We the owner of the above property have appointed Melbourne Inner City Management of 178 City Road, Southbank 3006 as our managing agents and request that you forward all rate notices and other notices to the below address for their attention and payment.

**MICM Property
P.O Box 19299
Southbank Vic 3006**

We would be pleased if you would amend your records accordingly to avoid delayed payment.

Yours faithfully,

Owner(s) Signature

Date

Owner(s) Signature

Date

Owner(s) Signature

Date