



## CHANGE OF ADDRESS POLICY SPECIAL CIRCUMSTANCES

Policy number	1	Version	JULY 2021
Drafted by	PIGC BOARD	Approved by Board on	16 AUGUST 2021
Responsible person	BOARD CHAIR	Scheduled review date	AUGUST 2024

### **COVID 19**

In support of recent State Government COVID-19 announcements, limiting population movements within Victoria and, in particular, those affecting community members residing within specific postcodes, the Club's Board has determined –

*That all new member applications and existing member requests for changes of address shall be accepted by the Club only when supported by copies of the applicant's or existing member's driving license and utility invoice confirming their name and current or new address.*

Accordingly, we would be pleased to process your requested change of address upon receipt of such documentation confirming your new address.

### **ASSOCIATED POLICIES / DOCUMENTS:**

1. Privacy Policy
2. Model Rules for Incorporated Bodies
3. PIGC Constitution