



# Direct Debit Cancellation/Deferment Request

Cook Shire Council  
10 Furneaux Street  
PO Box 3  
Cooktown, QLD 4895  
Phone: 07 4082 0500  
Email: [rates@cook.qld.gov.au](mailto:rates@cook.qld.gov.au)  
Website: [www.cook.qld.gov.au](http://www.cook.qld.gov.au)

Please TICK which of these you wish to apply for:

CANCELLATION – RATES Direct Debit

DEFERMENT – RATES Direct Debit

## PROPERTY DETAILS

Assessment Number:

Property Address:

## PROPERTY OWNER

Name:

Residential Address:

Mailing Address:

Telephone:  Mobile:

Email:

## CANCELLATION DATE

If you have chosen to cancel your direct debit, please state the date you would like to cancel your direct debit from

Date:

## DEFERMENT DATES

If you have chosen to defer your direct debit, please state the date you would like your payments to stop from

Date:

Recommence Date:

**Council requires a minimum of five (5) working days notification in writing prior to any changes being made.**

## DECLARATION

I/We authorise Cook Shire Council (User ID 609-387 – ABN 45 425 085 688) to cancel/defer debiting from my/our nominated bank. I/We agree to the attached Service Agreement, which I/We have read and understood.

Bank Account Holder(s) Signature(s):  Date:

Bank Account Holder(s) Signature(s):  Date:

**This agreement is to remain in force in accordance with the terms described in the Service Agreement.**

If you need any help completing this form, please call customer service on (07) 4082 0500. You can fax, email or send your form into Council using the above information.

## COOK SHIRE COUNCIL – INFORMATION PRIVACY STATEMENT

Your personal information has been collected for the purpose of Direct Debit applications. The collection of this information is authorised under the Australian Payments Clearing Associations. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed, by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given us permission or the disclosure is required by law.