

Rates Credit Refund / Credit Transfer Request

PROPERTY DETAILS

Assessment No:	<input type="text"/>		
Property Location:	<input type="text"/>		
Owner's Name:	<input type="text"/>		
Phone Number (h):	<input type="text"/>	Mobile Number:	<input type="text"/>
Email Address:	<input type="text"/>		

REFUNDS

Refund this Amount:	\$	<input type="text"/>
<input type="checkbox"/> EFT Refund (Savings & Cheque accounts only)		
Account Holder's Name:	<input type="text"/>	
Bank:	<input type="text"/>	Branch: <input type="text"/>
BSB:	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	Account number: <input type="text"/>
Note: Proof of Bank Account is an audit requirement and must be submitted with this form. Photocopy or photo of Bank Statement Header including Name of Account, BSB and Account number is required.		

TRANSFERS

Transfer this Amount:	\$	<input type="text"/>
From Assessment No:	<input type="text"/>	
To Assessment No:	<input type="text"/>	

DECLARATION & PROPERTY OWNER'S SIGNAGE

I/We declare that I/we are the property owner/s of the above mentioned property and authorise this refund / transfer of funds.

(All owners must sign)

Property Owner 1 Signature:	<input type="text"/>	Date:	<input type="text"/>
Property Owner 2 Signature:	<input type="text"/>	Date:	<input type="text"/>

If you need any help completing this form, please call Council's Rates Officer on (07) 4082 0500. You can fax, email or send your signed form to any of Council's above details.

INFORMATION PRIVACY STATEMENT

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. 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 Council permission, or the disclosure is required by law.