

# Application for Refund Request Rates & Water

For this application, you MUST:

- Complete all questions on this form;
- Provide any mandatory supporting information identified on the form as being required to accompany your application.

Please allow 10 working days for processing

## SECTION 1 - PROPERTY DETAILS

Assessment number: \_\_\_\_\_

Property Address: \_\_\_\_\_

## SECTION 2 - PROPERTY OWNER DETAILS

Owner's Full Name/s: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

## SECTION 3 - REFUNDS

Rates

Water

Refund Amount Requested: \_\_\_\_\_

\$ \_\_\_\_\_

### EFT Refund (Savings & Cheque accounts only)

Account Holder's Name: \_\_\_\_\_

Bank & Branch: \_\_\_\_\_

BSB: \_\_\_\_\_ Account number: \_\_\_\_\_

**Note: Proof of Payment is an audit requirement and must be submitted with this form.**

Refunds will not be processed unless customer provides copy of bank statement, B-pay transaction, Australia Post or Council Receipt.

## DECLARATION

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

**(ALL OWNERS MUST SIGN)**

Property Owner 1 Name & Signature:		Date:	
Property Owner 2 Name & Signature:		Date:	
Property Owner 3 Name & Signature:		Date:	

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