RATES & CHARGES

APPLICATION FOR REFUND/PAYMENT REQUEST



APPLICATION FOR REFUND/TRANSFER OF RATES CREDIT

Important Information

- Proof of payment must be provided where you are not the owner of the property
- Confirmation from Solicitors is required if credits have been advised for the purpose of property settlement
- Council is unable to refund to a credit card
- Please allow 10 business days for your refund/transfer to be processed

Payee Name																
Property Address																
Daytime Contact Number																
Email Address																
Rates Refund of Credit (to your account)																
Please deposit the amount of into the below bank account						\$					•]		
Bank Name																
Account Name																
BSB Number				-				Account Number								
Rates Transfer of Credit (to your property)																
Please transfer the following credit amount \$.																
FROM Property Number																
TO Property Number																
Name of Applicant:																
Signature of Applicant:									Date:							
OFFICE USE ONLY: Service Ledger Acc No. 10.52025																
Payee Name:																
Amount:								Property Nu								
Requested By:								Approved By								
Please return the s	•	l app	licati	ion f	<u>E</u>	By mai		0'' 0 ''						Counc		
Customor Sorvice Cor	ntro				7	OWING	vill^	City Council		B.	nhone	· 12 /	x 10 /	Ram	hnm\	

Please return the signed application form

In person:
Customer Service Centre
8.00am – 5.00pm
PO
143 Walker Street (Gold Foyer), Townsville City

By mail: Townsville City Council PO Box 1268 TOWNSVILLE QLD 4810

Need Help? Contact Council: By phone: 13 48 10 (8am - 5pm) Click to chat: townsville.qld.gov.au

CityLibraries Riverway By email:

9.00am – 5.00pm (Monday - Friday) <u>enquiries@townsville.qld.gov.au</u>

20 Village Boulevard, Thuringowa Central (Be sure to attach scanned copies of all relevant certified documentation.)

Privacy Collection Statement:

Townsville City Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which Council manages personal information is governed by the *Information Privacy Act 2009 (QLD)*. We are collecting your personal information in accordance with *Local Government Act 2009* so that we can assess your application, arrange the required payment and update your contact details. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our information Privacy Policy