

# Rates Refund/Transfer Request



## Applicant Details

Nominate who is requesting refund/transfer:

- Owner  
 Authorised person (Authority viewed or attached)  
 Previous owner (Evidence of payment attached)

Title:  Mr  Mrs  Ms  Miss

Given name(s)

Surname

Company name

Residential address

Suburb

Postcode

Postal address

Suburb

Postcode

Phone  (W)  (H)

Mobile

Email address

I would like all correspondence in relation to this matter to be sent via email.

I would like all future rates notices to be sent via email.

## Property Details *(where credit is held)*

Property number

Property address

Unit no.

Street no.

Street

Suburb

Postcode

## Refund Details

**Please note:** Refunds are only issued via Electronic Funds Transfer (EFT) to Cheque or Savings accounts. Refunds cannot be issued to Credit Cards.

I/We request a refund of the credit amount of \$

held against my/our property

## Bank/Financial Institution Details

Name in which account is held

Name of bank/financial institution

BSB

Account number

Applicant signature

Date

OR

## Transfer Credit to other Property/s

I request a transfer of the credit amount of \$

held against my property to the following:

Property number / address

Amount \$

Property number / address	Amount \$
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Applicant signature

Date

## Office Use Only

CSC Initials

Date

CSFS003 - 03/12/2018

**Information Privacy Act 2009** Redland City Council is collecting your personal information in order to process this application. The information will only be used by authorised Council Officers for the purpose of rates refund or transfer requests and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law to do so.

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