

Council Use Only	
Date & time form received:	
Received by:	

Rates Refund

(Form Number – L-FINFRM007)

If you have over paid your Rates you can arrange for a refund of the monies paid.

By completing this form, we can arrange the value:

- To be paid into a chosen bank account: or
- Transferred to another Latrobe Council rate assessment.

1 Property Details

Property Identification No(s)* (Required)

Property Address

2 Applicants Details

Ratepayer Name (1)

Ratepayer Name (2)

Current Mailing Address

Current Phone Number

Email Address

Refund Amount

\$

I/We request that Council refund the overpayment of my Rates account to the following Bank Account as per details below:

Bank Name

BSB (i.e. 733-259) * Required

Account Number - * Required

Account Name - * Required

Please allow 4 weeks to receive your refund. Cash refunds are not available.

OR

I/We request that you transfer the overpayment to the following assessment.

Property Identification No.

Property Address

3 Acknowledgement and Signature

- I agree that by typing my name below in 'Name of signatory' I have signed this application (if completing electronically)
- I declare that I am the owner of the property in this application and/or have a legal obligation for paying the rates.

Name of signatory

Signature (if completing in hard copy)

Date

4 Submission

Applications can be submitted as follows:

- Email to council@latrobe.tas.gov.au and label the subject of your email "Rates Refund; or
- Mail to PO Box 63, Latrobe, TAS, 7307; or
- Deliver in person to the Council office at 170 Gilbert St, Latrobe.

Personal Information Protection Statement

As required under the Personal Information Protection Act 2004

Personal information is managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates, on request to Council.

Information can be used for other purposes permitted by the Local Government Act 1993 and regulations made by or under that Act, and if necessary, may be disclosed to other public sector bodies, agents, or contractors of Council, in accordance with Council's personal information protection policies.

Failure to provide all required information may result in your application not being able to be accepted or processed.