

Retrospective concession application form 2019-20

For concessions on Municipal Rates and Charges

This form to be completed by council personnel only.
 If DHHS approval is required please email form to : concessionsinvoices@dhhs.vic.gov.au

A. Customer's details:

Customer's name

Customer's address

Council

B. Concession Card details:

Card Type (Please mark with an X) Pensioner Concession Card DVA Gold Card - TPI DVA Gold Card - WW

Centrelink CRN

Or DVA file no

Councils must verify that the customer held an eligible card for the period for which a backdate is requested. The customer may need to provide a confirmation letter from Centrelink for older claims.

C. Retrospective concession application details:

For Council use only

Council approval only	Year	Cap	Concession Amount
	2018-19	\$ 229.40	
Total amount			\$ -

Assessment No:

Reason for retrospective claim:

Councils can approve retrospective concessions for up to one previous financial year for ratepayers who have not previously applied for a rates concession.

DHHS approval only	Year	Cap	Concession Amount
	2017-18	\$ 223.80	
	2016-17	\$ 218.30	
	2015-16	\$ 213.00	
Total amount			\$ -

For DHHS use only (please mark with a X)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No

Assessed by
 Name: _____
 Date: _____

DHHS will assess and approve up to a maximum of three (3) previous financial years.

D. Reason for retrospective claim for DHHS approval: (Please mark with an X)

- Local Council error. *(Council must provide a brief description of error with accompanying email.)*
- On the spouse's death, the concession was not transferred to the surviving spouse.
- The customer was prevented by a serious illness.*

* *The customer must provide supporting written information from their doctor (see guidelines for more information)*

E. Certification to be made by the Local Council:

I certify that the details of the customer in this retrospective application have been verified and accepted by the Local Council to prove his/her eligibility for concession on Municipal Rates and Charges.

Certified and Approved by:

Name

Title

Email

Phone

Date

