

PAYMENT ARRANGEMENT
APPLICATION FORM
Accounts Receivable

Please complete one form per property

Name: _____

Residential Address: _____

Postal Address: _____

Contact Phone1: _____ Contact Phone2: _____

Email: _____

Account Number: _____

PAYMENT ARRANGEMENT

Amount: \$ _____ Start Date: _____ (Date first payment to be made)

Frequency: Weekly Fortnightly Monthly

Payment via: BPay Direct Debit Council Office Other: _____

- A Direct Debit form is available from Council's website or office if you choose this option
- It is recommended you contact Council's Rates Department to discuss a suitable payment arrangement to help you manage your debt and fully pay off the outstanding rates within a manageable timeframe

AUTHORISATION

By signing this Payment Arrangement, I hereby agree to adhere to the above payments until the debt is paid in full and I understand that:

- Interest will continue to accrue on any balances which are in arrears
- Legal action may be taken if this arrangement is not adhered to
- Legal costs may be incurred if legal action is commenced
- I will be liable to pay interest and legal costs in addition the outstanding rates balance

Signed: _____ Date: _____

If you would like to change your payment arrangement at any time, please contact Council's Rates Unit on 03 5232 9400 to discuss making an alternative arrangement.

DECLARATION: The Colac Otway Shire Council collects personal information to levy rates, issue permits and licences and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed onto third parties. In some instances however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details or require further information about Council's Privacy Policy contact our Privacy Officer on 5232 9400.

