

Direct Debit Request Form

(Special Payment Arrangement for Rates & Charges)



Date: _____

Property Address: _____

Owner(s) Name: _____

Dear Ratepayer,

For ratepayers who wish to pay their rates annually in full, by instalment payment option or by regular monthly payment amounts, on an **ongoing** basis, the Shire of Boddington is able to offer a direct debit payment method. The direct debit scheme will operate, from September 2020 and continue into each subsequent financial year. This arrangement is continuous and will not expire until cancelled by either party. This payment option is offered pursuant to Section 6.49 of the *Local Government Act 1995*.

Please read the terms and conditions carefully.

1. A once-off Administration Fee of \$25.00 will be charged at commencement of the arrangement. (Does not apply to Eligible pensioners & seniors).
2. No Penalty Interest will be charged unless the arrangement is cancelled within 12 months of your commencement date. (Does not apply to Eligible pensioners & seniors).
3. The Shire transmits the Direct Debit file on the 16th of each month. If the 16th of the month falls on a weekend or public holiday, the direct debit will occur on the next business day.
4. Full payment and Instalment Option payments will be debited on the due date(s) shown on your rate notice.
5. The Shire of Boddington will give at least 14 days' notice in writing when any changes are made to the initial terms of the arrangement (i.e. new payment amount).
6. If any payments are dishonoured, the Shire will write to you and require the payment to be made up. If 2 payments are dishonoured, the Shire reserves the right to terminate the arrangement and demand payment in full. The Shire also reserves the right to pass on any costs incurred in respect of dishonoured payments.
7. If the direct debit arrangement is cancelled by either party within 12 months of commencement, you will not be able to commence another direct debit arrangement for the same property, within the financial year in which the arrangement is cancelled.

When you sign the reverse side of this form you are also acknowledging that you have read and agreed to the terms and conditions. Should you have any queries in regard to the above, please contact the Shire's Rates Department by telephone on 9883 4999, by Fax to (08) 9883 8347 or by Email to: records@boddington.wa.gov.au

Direct Debit Request Form

Please Read the terms and conditions carefully,
If you agree to this contract please complete, sign
& date this form and return both sides to the Shire:



Please email back to: records@boddington.wa.gov.au

First Date for commencement of deductions (16/MM/YYYY): 16/...../.....
(Leave blank if paying in full or by an instalment option)

Assessment Number (i.e. A1234): A.....
(Shown on top right of your rate notice)

Daytime contact number:

Bank Account Details – *Cheque or Savings Account Only*

I/We request the Shire of Boddington to arrange for funds to be debited from my/our nominated account at the financial institution shown below according to the schedule specified below.

Acct Holders Name:

Name and Branch of Financial Institution:

BSB NO: -
(Must be 6 Digits)

Account Number:
(Maximum of 9 digits)

Full Payment Option Pay by Two Instalment Option Pay by Four Instalments Option

(Tick one box only – Please note that Full payment and Instalment Option direct debits will be processed on the applicable due date)

Or

Please debit \$ _____ per Month from the above account.

I have read and agreed to the terms and conditions of this ongoing yearly direct debit.

Signature(s) 1:

Signature(s) 2:

Please note: *If debiting from a joint account where both signatures are required please ensure all account holders sign above. If either can sign then a minimum of one signature is required.*

Date:

Please email to: records@boddington.wa.gov.au