Office Use Only

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COFFS HARBOUR CITY COUNCIL
Locked Bag 155, Coffs Harbour NSW 2450
Enquiries (for Direct Debits) (02) 6648 4444 Fax: (02) 6648 4199

DIRECT DEBIT REQUEST

Your Details

Family or Company Name

Given Name(s)

Postal Address

Daytime Contact Phone No.

I/We request the Coffs Harbour City Council (User ID No. 087029) to debit my/our account as detailed below

- This request is to remain in force until the Council is notified, in writing, to terminate it.
- In support of this request the following information is provided.

Your Bank Account Details

Financial Institution and Branch

Name of account holder(s)

BSB Number **Account Number**
(These numbers are usually found on your bank statement – they are not the numbers on your plastic card)

Council Account(s) Information

Property No.:

Property Address:

Tick the box (or boxes) for which account type you would like to pay via Direct Debit.

RATES ☐ (Green account)

WATER ☐ (Blue account)

NOTE: If you own more than one property for which you would also like to use Direct Debit for account payment please list these below.

Your Confirmation & Signature

I / We confirm the above request and agree to the Terms & Conditions of the Coffs Harbour City Council Direct Debit Request Service Agreement included in this brochure.

Signatures of account holder(s) **DATE** / /

This information is required under the Local Government Act to process your application. The information will be kept by Council and will be disposed of in accordance with the Local Government Disposal Authority. Part of the information you provide will be supplied to your nominated Financial Institution to facilitate processing of this request. You are entitled to review your personal information at any time by contacting this Council.

Property Number	Property Address	Rates (Please Tick for account type)	Water