



PO Box 126
47 Cole Street
SORELL TAS 7172
ABN 12 690 767 695

Telephone 03 6269 0000
Fax 03 6269 0014
sorell.council@sorell.tas.gov.au
www.sorell.tas.gov.au

DIRECT DEBIT ALTERATION FORM

Full Name		
Full Name		
Postal Address		
		Postcode
Telephone	Mobile	
Email		
<input type="checkbox"/> CHANGE BANK DETAILS Account Name _____ BSB Number _____ Account Number _____ Date Effective _____	<input type="checkbox"/> CHANGE FREQUENCY <input type="checkbox"/> WEEKLY <i>(THURSDAY ONLY)</i> <input type="checkbox"/> FORTNIGHTLY <i>(THURSDAY ONLY)</i> <input type="checkbox"/> MONTHLY <i>(15TH OF EVERY MONTH)</i> <input type="checkbox"/> INSTALMENT <i>(INSTALMENT DATE ON NOTICE)</i> <input type="checkbox"/> PAID IN FULL <i>(DUE ON 1ST INSTALMENT DATE)</i> <input type="checkbox"/> SUSPEND PAYMENT: Re-Commencement Date _____	
Properties You Require This Direct Debit Alteration For	Debit Amount	Property ID
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

I have read and agreed to the terms & conditions on the following page.

Signature		
Print Name		
Date		
OFFICE USE ONLY		
<input type="checkbox"/> P & I Stopped	Processed by	Processed Date

DIRECT DEBIT TERMS & CONDITIONS

- The Direct Debit Agreement requested by the Customer for the payment of property rates and will be accepted or rejected at the discretion of Sorell Council.
- Council offers direct debit payments weekly & fortnightly deductions on a Thursday, monthly deductions on the 15th of every month and by instalment or paid in full.
- Payments are calculated over the whole financial year with NO INTEREST AND PENALTY APPLYING TO THE PROPERTY.
- Direct debit will be implemented by Council as soon as practical and will remain in force until cancelled by either party. Your direct debit amount will alter each financial year to cover outstanding rates.
- It is the Customer's responsibility to advise the Council of any changes to the account within 3 working days.
- Fees and Charges:
 - Dishonour fees will be applied to the outstanding balance of rates if you have insufficient funds in your bank account.
- It is the Customer's responsibility to ensure sufficient funds are in the nominated debiting account when the payment is scheduled to be drawn.
- Council holds the right to cancel any direct debit agreement after two dishonours.
- All customer records and account details will be kept private and confidential to be disclosed only at the request of the Customer or Financial Institution in connection with a claim made to an alleged incorrect or wrongful debit, or to verify that a valid authority exist.

OFFICE USE ONLY

ACCOUNTS IN ARREARS ARRANGMENT

I understand that if I dishonour on my Tasmanian Collection Service direct debit or Council payment arrangement all outstanding arrears are payable upon cancellation or further legal action will be taken.

Signature

Print Name

Date