

# DIRECT DEBIT REQUEST - RATES

Choosing Direct Debit means your rate payments will be automatically deducted from your Bank, Building Society or Credit Union account on a quarterly (4 times a year) or annual basis.

Please select your chosen payment option:

Quarterly      Annually

## PERSONAL DETAILS

.....  
Please fill in all details.

First name

Surname

First name 2 (if applicable)

Surname 2 (if applicable)

Postal address

Street number

Street name

Suburb

Post code

Contact mobile number

Email address

I/we authorise Penrith City Council (APCA User ID Number 302225) to arrange for funds to be debited from my/our account at the financial institution identified below and as prescribed through the Bulk Electronic Clearing System (BECS).

This authorisation is to remain in force in accordance with the terms described in the service agreement.

I/we will advise Council of the cancellation of this authority and will not hold Council responsible for any action arising from my/our not doing so.

Signature/s

Date

## ACCOUNT DETAILS

.....  
Please supply all details.

Name of Bank / Financial Institution

Branch

Account name

BSB number

Account number

## PROPERTY DETAILS

.....  
Please supply all details.

Street number

Street name

Suburb

Post code

Rate account number/s

This direct debit is for **Rates** on the following property.

## DIRECT DEBIT REQUEST SERVICE AGREEMENT

- This facility is **not** available for **credit cards**.
- The first deduction will occur on the next instalment due date.
- The first deduction amount will include all amounts due by the first deduction date.
- Each quarterly instalment amount will be automatically paid from your Bank, Building Society or Credit Union account on the last day of August, November, February and May.
- Council will provide you with a minimum of 14 days notice to change the terms of this agreement.
- An instalment notice will still be issued to you approximately one month before each due date.
- To change your method of payment or cancel this direct debit, simply notify Council in writing or contact the Rates section on 4732 7777.
- Direct Debit through the Bulk Electronic Clearing System (BECS) is not available on all accounts so please check with your financial institution.
- Please ensure that on the due date of each payment **cleared** funds are available in your account.
- If the Direct Debit falls on a non-business day it will be drawn on the next business day.

**Please note:** If any payments are rejected by your nominated financial institution, you will need to pay a rejection fee to Council.

### PRIVACY

Any personal information submitted to Penrith City Council will be dealt with according to the *Privacy & Personal Information Protection Act (1998)*, *Government Information Public Access Act (2009)* and the *Local Government Act (1993)*.

### NEED HELP?

Call our Rates team on 4732 7777

8:30am - 4:00pm Monday to Friday or see [penrithcity.nsw.gov.au](http://penrithcity.nsw.gov.au)

### CONTACT US

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