



(Please mark **ONLY** one of the above)

When providing **BANK DETAILS**, please **complete the below section and return to rates@mandurah.wa.gov.au**
If not signed, this form will **NOT** be accepted & will be returned to you.

Your contact details	Full Name:			
	Residing Address:			
	Postal Address: <small>If different to the above address</small>			
	Email:			
	Phone Number:			
Confirmation	By signing and/or providing us with a valid instruction in respect to your Direct Debit Request amendment , you confirm that: i You are authorised to operate the nominated account; and, ii You have understood and agreed to the Terms and Conditions set out in this Request and in your Direct Debit Request Service Payment Agreement.			
Your Signature	Signed in accordance with the account authority on your bank account:			
	Account Holders Signature ::		Date:	
Contact details: As Above				
Second Account Signatory	Signed in accordance with the account authority on your bank account:			
	Second Account Holders Signature:		Date:	
	Name:			
	Contact details:			
	Address:			
	Email:			
	Phone Number:			
Signing for a Company/ Trust Evidence MUST be provided	You must be authorised to sign on behalf of the Company/Trust AND have authority to operate the Company/Trust bank account.			
	Position Held:			
	Full Name:			
	Address:			
	Phone Number:		Email:	
	Signature of duly authorised officer:			
	Signature company signatory (if required)			
	Position Held:			
	Full Name:			
	Address:			
	Phone Number:		Email:	
	Signature of duly authorised officer:			
	As per our Direct Debit Request Service Agreement (shown on the City of Mandurah's website) and/or please refer to the link provided: https://www.mandurah.wa.gov.au/live/residents/rates			

Terms and Conditions for Acceptance to Change of Bank Details for Rates and Charges.

1. As per our **Direct Debit Request Service & Payment Agreement** (refer to the City of Mandurah's website)
2. I/We understand that if the payment arrangement offer exceeds the allowable period, it may not be approved by council.
3. The City of Mandurah is under no obligation to accept or amend an alternative payment arrangement.
4. My/Our failure to honour the payment arrangement may result in legal action being taken without further notice for the full recovery of all monies including any associated legal costs.
5. Penalty interest at the rate of **7% per annum** will apply to the overdue balance of Rates and Charges. *For those assessments with an eligible rebate holder (Pensioner/Senior) the interest charges do not apply.*
6. The account will not be considered as finalised until the penalty interest is paid in full. I/We will ascertain the value of penalty interest and ensure that the sum will be paid with the final payment.
7. I am authorised to enter into this payment arrangement on behalf of all owners of this property (If applicable)
8. If I/we intend to **change** the method of payment, I/we will give **14 days' notice** for any changes.
9. If paying by direct debit, any amendments must be advised in writing by noon on Wednesday to be affected for that week's payment.
10. **Payment Arrangements should be worked out to be completed before the end of May. Those going over this time period will require approval and will only be considered for hardship under our Hardship Policy.** *Additional information will be required to support your application for Hardship.*
11. If paying by **direct debit** and payment **dishonours**, a dishonour fee of \$0.55 will be applied to your Rates & Charges.
12. If a payment dishonours 3 times, your direct debit will be cancelled and **FULL** payment (including interest) is required within **14 days**. You will NOT be permitted to recommence a new direct debit for 12 months.