



**Ratepayers who request alternate payment arrangements have the option of payment by Direct Debit.**

**IF YOU ELECT TO PAY BY DIRECT DEBIT:**

- Monies will be deducted from your nominated account as per the schedule of payment. It is your responsibility to ensure that your account has sufficient funds available.
- Minimum of \$100.00 per fortnight **ensuring debt is paid in full before end of June of the current financial year.**
- We will require a security password for the purpose of general telephone enquiries regarding your direct debit program. No information will be provided over the telephone unless the caller can provide the password.
- **Interest charges at the rate of 11% per annum on the rates and charges outstanding after the due date as specified on the annual notice will continue to accrue daily until settled in full.**
- **The Shire will confirm in writing the receipt of your direct debit request and payment plan entered into.**

Please complete the Direct Debit request form supplied herewith and return 5 days prior to commencement date.

Forms can be emailed through to [shire@mundaring.wa.gov.au](mailto:shire@mundaring.wa.gov.au), or mailed to Shire of Mundaring, 7000 Great Eastern Highway, Mundaring WA 6073, or faxed to 9295 3288.

Should you need to discuss this form with us prior to completion, our rates office staff is available on 9290 6617 or 9290 6616.





# DIRECT DEBIT REQUEST FORM

To elect to pay your rates by direct debit please complete the details below and return the form to the Shire of Mundaring by mail, email or fax at least five days prior to commencement date. **Please Note; interest charges at the rate of 11% per annum on the rates and charges outstanding after the due date as specified on the annual notice will continue to accrue daily until settled in full. The Shire will confirm in writing the receipt of your direct debit request and payment plan entered into.**

Assessment No: \_\_\_\_\_

I/we: \_\_\_\_\_

of (property address): \_\_\_\_\_

(postal address): \_\_\_\_\_

request the Shire of Mundaring, (User ID 127431), **until further notice in writing**, to arrange for funds to be debited from my/our nominated account at the financial institution shown below, and in accordance with the nominated schedule. I/we have confirmed with the financial institution that this account can accept direct debits and understand that if a debit is returned unpaid, the customer may be charged a fee for each unpaid item.

### Details of Bank or Credit Union

Name of Bank: \_\_\_\_\_ Location: \_\_\_\_\_

BSB No:(e.g. 036-075) \_\_\_\_\_ - \_\_\_\_\_ Account No: \_\_\_\_\_

Account Held in the Name of: \_\_\_\_\_

### Schedule of Payment

Circle your option - a) fortnightly b) monthly c) payment in full d) four instalments

Please debit \$\_\_\_\_\_ (minimum \$100.00 per f/n **ensuring it pays the debt in full by 30 June of** the same financial year) from the above account, commencing Thursday \_\_\_\_/\_\_\_\_/\_\_\_\_ or *next available date thereafter* and continue as per the options indicated above until further notice in writing.

I would like my Security Password to be: \_\_\_\_\_  
(This is not your Financial Institution Password – it is between you and the Shire)

My daytime contact number is: \_\_\_\_\_

Print Name: \_\_\_\_\_  
(Individual or Authorised Company Officer)

Print Name: \_\_\_\_\_  
(Individual or Authorised Company Officer)

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_