



How to complete this form:

1. Ensure that all fields have been filled out correctly.
2. Once completed you can submit this form by email, facsimile, mail and in person. Please refer to the Lodgement details section for further information.

Applicant Details:

Applicants Full Name:					
Address:					
Locality / Suburb:		State:		Postcode:	
Contact Numbers:	Mobile:		Landline:		
Email Address:					

Financial Details:

Amount currently outstanding: \$		Payment frequency:	<input type="checkbox"/> Weekly	<input type="checkbox"/> Fortnightly	<input type="checkbox"/> Monthly
Equivalent Financial Years:		Debt to be finalised by:			
Number of future rate levies included in Plan:		Review date:			
Proposed amount to be paid:					
Signature of Customer:			Date Signed:		

Recommendation by Rates Officer:

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Comments by Head Of Finance:

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Authorisation:

☐ Approved ☐ Declined

Signature of CEO:		Date Signed:	
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PLEASE NOTE:

If the above instalment plan amount and instalments are paid as per the agreement stated above, Council reserves discretion to halt interest calculation on the outstanding balance of this assessment from the date of commencement of this undertaking. Early payment discount is forfeited. If payments are not received as per the above agreement, interest will be levied at 11.64% per annum calculated daily as per Longreach Regional Council's Revenue Policy No 01-05, available from www.longreach.qld.gov.au

Privacy Statement

The collection of this information is authorized under Local Government Act 2009. This information will be used to set up payment arrangement for overdue Rate charges. Unless authorized or required by law, your personal information will not be disclosed to any third party without your consent. More information about privacy management in the Longreach Regional Council is available on our website.



Reason for Hardship:

Attach relevant documents:

☐ Payslips (dating back 3 months) ☐ Bank Statements (dating back 3 months) ☐ Proof of other Income ☐ Income & Expenditure statement