

Request Transfer Credit

IMPORTANT NOTICE

Western Downs Regional Council is collecting personal information you supply on this form in accordance with the *Queensland Local Government Act 2009* and the *Local Government Regulation 2012*. The personal information collected on this form will be used to transfer credit balances from one account to another as per request. Your personal information will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*.



Customer Details *(*phone contact details are required for processing purposes)*

Surname/Company name:		First Name:	
Postal Address:			
Suburb:		Postcode:	
*Phone (h):		*Phone (w):	
*Phone (m):		Fax:	
Email Address:			

Would you like to receive a response? *(Please mark response)*

 Yes

 No

If yes, how would you like to be responded to? *(Please mark response)*

 Phone

 Email


Request Details

<u>From Account/Assessment No:</u>	Rates Assess No.	Water Assess No.	Gas Account No	AR Account No.
Property Address:				
Suburb:		Postcode:		
<u>To Account/Assessment No:</u>	Rates Assess No.	Water Assess No.	Gas Account No	AR Account No.
Property Address:				
Suburb:		Postcode:		
Amount to be transferred:	\$			
Additional information: (if applicable)				



Customer Signature

In the circumstance where the account is held in more than one name, it is inferred that the request is on behalf of all account holders.

Name:	Signature:	Date:	/	/
-------	------------	-------	---	---

**** Please allow 10 working days for this request to be processed.**