

# Owner-Occupied Rating Category Application Form



Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when a customer wishes to apply for the owner-occupied rating category for general rates (Category 8A or 8B). Please refer to the Revenue Statement for further information on general rating categories.

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## Eligibility (to be eligible to receive the concession, applicants must meet one of the following criteria)

- Concession is restricted to the owner-occupied principal place of residence (i.e. to one property only).
- The land is held in the name of a natural person and only applies to land held in trustee, company, firm, corporate or other like legal entity ownership, if one of the directors/owners reside at the property.
- One of the owners/directors must be living permanently on the property.
- The property is to be in the name of a deceased or bankrupt estate and occupied by a surviving spouse or immediate family.
- The owner is a pensioner and is absent on health grounds, such as being a patient in a nursing home or living with family or friends and the property is not being rented.

## Ratepayer Details

Owner name:

Date of birth:

Postal address:

Preferred contact number:

Email:

*Please note: These details will be utilised to update Council's Records.*

## Property Details

Property address:

Street number and name

City

State

Postcode

Principle place of residence since:

Assessment number:

## Supporting Documentation

Please provide the following supporting documentation when submitting this form:

- Current drivers licence showing dwelling or unit address of the applicable property.
- Or two of the following documents:
- Confirmation of electoral enrolment (available on website <https://check.aec.qov.au/>).
  - A telephone and/or electricity account in owner/s name, addressed to the property (not PO Box).
  - Other legal documentation to confirm your residency at the dwelling or unit.
  - Evidence of ownership/directorship of the company.

## Declaration

I declare that I am the owner and permanently reside at the property indicated above. I agree that if this claim proves false, Council reserves the right to recover the rates foregone. I am also obliged to advise Council immediately if the property ceases to become my principal place of residence.

Name:

Signature:

Date:

## Additional Information

- Upon receipt of this signed application form and supporting documentation, Council will review the Differential General Rate Category.
- Ongoing checks are made by authorised Council Officers to maintain the accuracy of Council's records.
- If applicable, please refer to Council's Rates and Charges - Refunds and Adjustments Policy for maximum timeframes for refunds of overpayments.