

## Payment Arrangement Request for Rates

### HARDSHIP APPLICATION – SPECIAL CIRCUMSTANCES - COVID-19

*This application must be completed by the registered property owner or authorised person.  
A separate application is required for each property.*

Assessment Number:	Rating Year :
Owners Name:	
Postal Address:	
Telephone Number:	Mobile Number:
Email Address:	

I/We make application for deferment of payment of rates and charges in accordance with Section 564 & 567 of the Local Government Act, 1993 for the property located at:

Property Address:
Property Title (Lot Sec DP):
Rating Category:

I / We acknowledge that the following terms and conditions apply:

I have lost employment or been stood down due to Federal Governments forced closures  
***A letter from employer or Centrelink should be attached in support of your claim.***

This applies to unpaid rates and charges relating to the period from 1 April 2020 to 31 October 2020.

Account is to be paid up to date, including instalment due on/before 30 November 2020  
***Unless an alternate payment plan has been agreed upon***

Interest will not be charged on any unpaid rates and changes until 1 April 2021

<b>By submitting this request I declare that I am authorised to make this payment deferral as the owner or the property or the authorised person of the company that owns the property. I agree to the terms of this agreement and understand that provided I keep to them Council will not take legal action.</b>
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Signature:
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Date:
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The personal details requested on this form are required to assist Griffith City Council process, assess and manage this request. Access to this information is restricted to Griffith City Council Officers, Legal Representatives and other service providers acting on behalf of Griffith City Council. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. You may also request Council to suppress your personal information from a public register. Enquiries can be addressed to the Public Officer on (02) 6962 8100.

**Completed applications can be emailed to [revenue@griffith.nsw.gov.au](mailto:revenue@griffith.nsw.gov.au) or sent by post to Council.**

## Additional Information

Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances.

This application applies the principles of fairness, integrity, confidentiality and compliance with statutory requirements.

It applies to all applicants for deferring payments of specific rates to 31 October 2020.

The General Manager has the delegated authority to assess applications due to hardship and payment plans from any owner after receiving a written request.

## Local Government Act 1993- Section 564

### *564 Agreement as to periodical payments of rates and charges?*

- 1) Council may accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person.
- 2) The Council may write off or reduce interest accrued on rates or charges if the person complies with the agreement

### *567 Writing off of accrued interest?*

The Council may write off accrued interest on rates and charges payable by a person if, in its opinion –

- a) the person was unable to pay the rates or charges when they became due and payable for reasons beyond the person's control, or
- b) the person is unable to pay the accrued interest for reasons beyond the person's control, or
- c) Payment of the accrued interest would cause the person hardship.

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### **OFFICE USE**

The property does/does not qualify for Hardship – COVID-19:	
Approved:	
Not approved (reason):	
Date:	
Rates System updated (entered in register):	
Confirmation letter sent:	
Copy of application included:	
Other information:	