

Applicant Details

Name of Applicant:
Organisation:
Postal Address:
Phone Number (mobile):
Email:

Property Details

Property Address:
Estate Name:
Stage Number:
PS No.:
Planning Permit Number:
Date works completed:
Receipt Number or attach a copy of receipt:

Refund of Bond or Return of Guarantee (tick box)

<input type="checkbox"/> Maintenance Bond - Civil	\$
<input type="checkbox"/> Maintenance Bond - Landscape	\$
<input type="checkbox"/> Outstanding Works Bond	\$
<input type="checkbox"/> Bank Guarantee	No.:

Bank Account Details

Account Name:
BSB Number:
Account Number:

Council Decision (tick box)

<input type="checkbox"/> Approval
<input type="checkbox"/> Part Refund Approval – details below
<input type="checkbox"/> Refusal – refer to reason below
Comments:

Development Services Coordinator Approval

Date: _____ / _____ /20_____

If approved, the refund will be paid via bank transfer. Please allow up to 30 days for the funds to be processed.

Office Use Only – Details of Refund

Fee Description	Amount	Account Details
Outstanding Works Bond		10-9000-9000-25003
Maintenance Bond		10-9000-9000-25007