



# EASYPAY – RATES AND/OR WATER

## \*Ratepayer Details:

Ratepayer name(s): \_\_\_\_\_

Contact number(s): Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

I wish to opt in to receive all correspondence and invoices for all my current and future Council services by email

*\*Please note that Easypay is only available to the legal ratepayer. Property tenants or leasees must make alternative arrangements for payments.*

## Property Details:

(For multiple properties please list or attach a schedule of addresses)

Valuation or Water Account number:

Property Location:

_____	_____
_____	_____
_____	_____

## Rates Payment Options:

- Weekly:             Tuesday    Thursday
- Fortnightly:        Tuesday    Thursday     Start Date: \_\_\_\_\_
- Monthly:            20<sup>th</sup> of the month (or next business day after that)
- Quarterly:          On the quarterly instalment due date
- Annual:             On the due date for Instalment One

If you choose weekly, fortnightly or monthly, the direct debit payment amounts are automatically readjusted late July/early August to ensure your rates are paid in full over the year. We will notify you in advance of the payment amounts and you can cancel the payments at any time.

If you pay quarterly or annually, your payment will be the amount showing on the rates invoice.

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## Water Payment Options:

### Residential Properties

- Six Monthly:        On the invoice due date
- Weekly:              Tuesday    Thursday
- Fortnightly:         Tuesday    Thursday
- Monthly:            20<sup>th</sup> of the month (or next business day after that)

Usage can change from time to time, it is the customer's responsibility to ensure that their direct debit payments are sufficient. If your account is deemed a "low user", you will be automatically on a Six Monthly balance due direct debit.

### Commercial Properties (Water and TradeWaste)

- Quarterly:          On the invoice due date

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We will send you a confirmation letter when we have loaded your Direct Debit Authority which will confirm the starting date, payment amount and frequency. Please allow at least 10 working days to have your authority set up.