

Request a transfer of rates credit

About this form

The fastest way to request a credit transfer is online. Visit our website and search for 'rates payment transfer'.

Use this form to request a transfer of overpaid or incorrectly paid rates and charges.

Transfers can take up to two weeks to process.

What you need

- the address of the properties you want to transfer credit from and to
- the date and method of your original payment.

How to return this form

In person: Civic Centre, 45 Princes Highway, Werribee

Manor Lakes Community Centre,
86 Manor Lakes Boulevard,
Manor Lakes

Point Cook Community Centre,
1-21 Cheetham St, Point Cook

Tarneit Community Centre, 150
Sunset Views Boulevard, Tarneit

By post: PO Box 197, Werribee, Victoria,
Australia, 3030

More information

If you need help completing this form, call us on 1300 023 411.

We are open Monday to Friday from 8am to 5pm.

Your details

Given name:

Last name:

Phone number:

Email address:

Business name: (if applicable)		
ABN: (if applicable)		
Address of the property you paid rates for:	Street:	
	Suburb:	
	Postcode:	
What is your relationship to this property?	☐ current/former property owner ☐ the managing or acting agent	

Transfer details

Address of the property you want to transfer the credit to:	Street:	
	Suburb:	
	Postcode:	
What is your relationship to this property?	☐ the property owner ☐ the managing or acting agent	
Amount you want to transfer:		
Date of the original payment:		

How did you pay?

☐

BPay

☐

Australia Post

☐

Online

☐

EFTPOS

☐

Cash

☐

Cheque

Privacy collection statement

Your personal information is being collected for the purpose of assessing whether you are entitled to a transfer of credit due to overpayment of your Rates. Your information will be accessed by Council Staff, Contracted service providers and will be stored in our Customer Database. It will be used to identify you when communicating with us, and for the delivery of services and information. For further information on how your personal information is handled, visit our Privacy Policy at: <https://www.wyndham.vic.gov.au/privacy-policy>

Declaration

I declare that I am the ratepayer or acting agent for these properties, and the information given on this form is true and correct.

Name:

Signature:

Date: