Western Bay of Plenty District Council
Private Bag 12803,
Tauranga Mail Centre
Tauranga 3143
P 0800 926 732
E info@westernbay.govt.nz

westernbay.govt.nz

Rates or Water – Refund or Transfer

Valuation Reference	
Name ***(Rating Occupier)***	
Location ***(Address)***	
Email Address ***(for remittance)***	
Phone Number	

Please **(circle ONE)** Refund OR Transfer funds from the credit balance of the **(circle ONE)** Rates OR Water account, the amount of $_____ to:

Bank account number/name (Please attach Bank Account Verification – a bank generated document that matches the details of the applicant applying for the refund.)

.....

Any approved refund will be processed to the nominated Bank account within 10 to 15 working days.

Applicant's Signature	

Taken at Counter: CSR Name		**CSR Signature**	
Date		**Date Actioned**	

Note: Library and Service Centres – Once completed, this form is to be scanned & emailed to info@westernbay.govt.nz. Thank you