



The Borough of Queenscliff advises all applicants to:

- Read the CP048 COVID-19 Financial Hardship policy before you complete the Application Form.
- Complete sections A to E of the Application Form.
- Submit a separate application form for each property if you seek rates assistance for more than one property.
- Return this completed form to:
 - Email: info@queenscliff.vic.gov.au
 - Post: 50 Learmonth Street (PO Box 93), Queenscliff, Victoria, 3225

Section A - Application Details			
Applicant Name:			
Postal Address:			
Phone (business hours):		Mobile:	
Email Address:			
Section B - Property Details			
<p>I wish to request a payment arrangement of the rates and charges (including the Fire Services Property Levy) owing in respect to my property as described below.</p> <p>I understand that if my application is approved, the rates assistance arrangement concludes on 30 June 2022 and any outstanding balance of rates from this date will be subject to the normal penalty interest rate of 10%.</p>			
Assessment No.	Property Address	Amount now due	
		\$	
Section C – Rates Assistance			
<p>Please select the type of the rates assistance being requested.</p> <p>1. <input type="checkbox"/> Payment arrangement and interest hold <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly</p> <p>2. <input type="checkbox"/> Rates deferral and interest hold until <input type="checkbox"/> 30 June 2022 <input type="checkbox"/> Nominated date before 30 June 2022: __ / __ / ____</p>			
Section D – Criteria			
<p>Please select the most appropriate criteria for your application.</p> <p>1. <input type="checkbox"/> You or a member of your household lost their job as a direct result of the COVID-19 Pandemic</p> <p>2. <input type="checkbox"/> Eligible pensioner under the State Concession Act</p> <p>3. <input type="checkbox"/> Card holder with an identification card from Health Care, Department of Veteran Affairs or Repatriation specific</p> <p>4. <input type="checkbox"/> A ratepayer who can evidence (via Centrelink statement of earnings or Australian Taxation Office (ATO) tax assessment) that he/she is low income status with a maximum income of less than \$55,626. The amount of \$55,626 is the current Centrelink base rate threshold for the Family Tax Benefit Part A and this amount will be indexed by annual increases.</p> <p>5. <input type="checkbox"/> An application outside of the above criteria (required to provide documented evidence from a financial planner evidencing that payment of rates will cause undue hardship)</p>			

Section E - Declaration

I acknowledge that in assessing applications for rate deferrals, the following criteria will apply:

1. Applications must be lodged using this application form.
2. Rate deferral ceases if Council in its discretion revokes the rates assistance agreement by providing the applicant with 30 days notice in writing or if the ratepayer ceases to own and occupy the subject property.
3. Copies of supporting documentation for the selected criteria, must be attached.
4. I certify that the information provided in this application is true and correct.
5. Chief Executive Officer of the Borough of Queenscliffe is the final approving authority.

Applicant Signature		Date	
Section F – Approval (Office use only)			
Name	Martin Gill	Designation	Chief Executive Officer
Signature		Date	

Privacy Statement

Council collects personal information to fulfil its statutory obligations, and to ensure that it can provide services to you. In some instances Council cannot provide some of its services unless you provide us with necessary information. Council will only use personal information for the purposes for which it was collected. Council staff are happy to discuss your privacy queries, however if you require further assistance you should contact our Privacy Officer on 5258 1377.