

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale Vic 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service: 133 677
Residents' Information Line: 1300 555 886
ABN: 81 957 967 765

Cancellation of a Direct Debit for Rates

There are some hard words in this form. The hard words are in **blue**. You can read what they mean on the bottom of the page.

Please use this form to cancel a **direct debit**.

Your details

Name:								
Postal address:								
				Postcode				
Phone number: Home:		Work:		Mobile:				
Email address:				Fax:				
Assessment number:								
Property address:								
				Postcode				

I, _____ wish to cancel my **direct debit** as of,

Date ____/____/____.

The East Gippsland Shire Council needs 14 days' before the next **direct debit** date to process form.

Signature: _____ Date: ____/____/____ Name: _____

Hard Words

Direct Debit: You allow someone to take money from your account.

Submitting this application:

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au
In Person	Bring the completed form and supporting documents to any of the following locations; Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday. Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm

Bairnsdale Corporate Centre: 273 Main Street.
Lakes Entrance Service Centre: 18 Mechanics Street.
Omeo Service Centre: 179 Day Avenue.
Orbost Service Centre: 1 Ruskin Street.
Paynesville Service Centre: 55 The Esplanade.

Mallacoota Service Centre: 70 Maurice Avenue

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au