Debtors Payment Agreement

Finance & Corporate Services

City Administrative Centre Bridge Road, Nowra, NSW,Australia, 2541
Address all correspondence to: The General Manager, PO Box 42, Nowra, NSW, Australia, 2541 I DX 5323 Nowra
council@shoalhaven.nsw.gov.au I www.shoalhaven.nsw.gov.au I Phone: (02) 4429 3111 I Fax: (02) 4422 1816

1 Applicant

Name: .....

Residential Address: .....

Suburb: ..... Postcode: .....

Mailing Address: .....

Suburb: ..... Postcode: .....

Phone (H): ..... Work (H): ..... Mobile: .....

Email: .....

Debtor Account Number: .....

Debit Amount: $ .....

Type of Debt (Caravan, Kerb & Gutter, Waste etc): .....

Council appreciates that some debtors, due to unforeseen circumstances, cannot pay the outstanding charges by the due dates shown on the invoice and will accept agreements to pay the account on a regular basis.

2 Terms of Agreement

1 Regular payments are NOT to be missed or decreased without Council's Prior Agreement. Failure to maintain Councils agreement could result in immediate legal action being taken to recover the debt.

2 Council will only reply to you if the proposed payment schedule requires further negotiation

3 Other payment agreements will be considered provided the particulars are submitted in writing to council

4 All Agreements will be subject to periodical review by Council

I .....

hereby make application to pay the amount of $..... weekly/fortnightly/Monthly,

commencing from *(Date)*...../...../.....

OR

☐ I require an extension of time to pay the outstanding debt as of today's date until: *(Date)*...../...../.....

Reason for Extension .....

.....

I understand that provided I abide by the Terms of the Agreement, no legal action will be taken by Council.

..... *(Date)*...../...../.....
(Signature of Applicant)

Privacy Notification: The information will be used solely by Council staff for the purpose mentioned or a directly related purpose. The applicant understands that this information is provided on voluntary basis and they may apply to Council for access or amendment of the information at any time.

OFFICE USE ONLY

	Debtors Payment Agreement		Debt Recovery Officer
Form Number: 785	Version Number 1	Issue Date: 27/09/2011	Next Review date: 27/09/2012