

Date: ____/____/____

Chief Executive Officer
Shire of Bruce Rock
PO Box 113
BRUCE ROCK WA 6418

Dear Sir

Outstanding Rates – Assessment _____

I am currently unable to pay my outstanding rates in full due to the following reasons:

COVID-19 Unemployment Health Issues Other _____

and seek permission to enter into a payment proposal as follows;

Regular instalments of \$_____ per week/ fortnight/ month (please circle)

Commencing: ____/____/____

Conditions

1. I agree to make payment of instalments as shown above.
2. I am aware that penalty interest, at the rate of 7% p.a., will continue to accrue on the outstanding amount until the account is paid in full.
3. I am aware that I will **not** receive notices or accounts to remind me that I must pay an instalment.
4. I am aware that any default in the above instalment plan may result in legal action being taken.
5. I have been informed the Shire of Bruce Rock has a Financial Hardship Policy detailed in the Policy Manual and available on Council's website.

Name: _____ Contact Phone: _____

Property Address: _____

Postal Address: _____

Email Address: _____

Property Owner: _____ Date: ____/____/____

Signature

Acceptance of Plan

On behalf of Council _____

Date: ____/____/____