

# APPLICATION FORM

Reduction, Waiver or Refunds of Council Fees & Charges



*Printed copies of documentation is not required, please see Councils Electronic Document Requirements.*

## 1. Application details

Name	
Address	
Postcode	
Contact number	
Email address	
I have been authorised to act on behalf of <i>(name of Community Group/Organisation)</i>	

## 2. Facility required *(facilities & halls ONLY)*

Facility name			
Date/s	Starting time	Finishing Time	
Purpose of hire			

## 3. Reasons for reduction, waiver or refund of fees *(for Development Applications and Planning Proposals ONLY)*

--

## 4. To be eligible for consideration for the reduction or waiver of Council fees and charges the applicant must be in at least one of the following categories *(please tick)*

Charitable organisation	Non for profit organisation <i>{please provide evidence of Australian Taxation Office documentation on confirming non-profit status}</i>
Community groups	
Pensioner group	Demonstrate special circumstances as determined by the CEO or Council's delegated staff
School groups	
Other _____	

# APPLICATION FORM

Reduction, Waiver or Refunds of Council Fees & Charges



## 5. Where required applicants must attach relevant supporting documents, along with evidence of financial hardship

Who will your event or activity benefit? (*groups/person*)

Explain the nature of the proposed event or activity; and the perceived benefit of the event or activity to the local community

## 6. What fees are you requesting a refund/waiver for?

### OFFICE USE ONLY

Assessed (please tick)

Eligible

Ineligible

Assessed by

Position

Date

Signature

#### Privacy Statement

Any personal information provided by you on this form will be used by Wollondilly Shire Council or its agents to process this application. The provision of this information is voluntary, however, if you do not provide the information, Council will be unable to process your application. This information will be stored in Council's records management system. Once collected by Council, the information can be accessed by you and may also be available to third parties pursuant to Government information (Public Access) Act 2009.