

Information and requirements for remission or postponement applicants

Legislation

Remissions of rates, fines and postponement of rates on the basis of hardship are provided for under the *Local Government Act 1999*. In particular Section 182 contains provisions for remission or postponement of rates in whole or in part on the basis of hardship. Applications will be considered under Council's Hardship Policy and the applicant will be assessed for assistance under one of two categories: financial difficulties or financial hardship.

Application for remission of rates and/or postponement

To apply for a remission of general rates or a postponement of rates on the basis of financial hardship please complete all sections of the attached form. All details supplied are confidential.

*Eligible Seniors (holders of a current State Seniors Card) applying for postponement of rates must complete a 'Postponement of rates for Seniors' application form and **NOT** this remission application form.*

Rate remissions and postponements – financial hardship

We will accept applications for remission of rates or postponement of rates from ratepayers suffering on-going or extreme financial hardship, and will consider each application on its own merits. Postponed rates (on the basis of hardship) are also subject to evidenced on-going extreme hardship criteria. **Please note** that postponed rates for hardship is a process of deferring payment of rates to a later date to assist the ratepayer to meet their commitments. This may also include consideration of remissions of fines and/or interest as part of the agreement.

As part of this process:

- **All applicants are required to attend an accredited financial counsellor** who must prepare a current income and expenditure statement (this service is available free of charge through some charitable organisations eg Uniting Communities and Salvation Army).
- The counsellor must review the income and expenditure statement and prepare a suggested budget (where appropriate).
- The counsellor must prepare a letter for council substantiating the current financial circumstances, indicating any advice, assistance provided to the ratepayer and their reasons supporting that a rate remission or postponement be granted.
- A copy of these documents must be provided to council to support the remission application.
- Other information or evidence may also be requested in certain circumstances.

Property valuation and rates payable

As rates are based on property value, prior to lodging any application for remission, the ratepayer should first determine if they consider their valuation to be a fair assessment of their property. If the valuation is considered to be incorrect, an objection to valuation must be lodged through the Office of the Valuer General within 60 days after the service of the first rate notice for the current year. Please telephone 1300 653 345 to discuss any valuation issues.

Payment of rates pending processing of remission application

Where a ratepayer has applied for a remission of rates or postponement of rates, payment of any amounts due should not be deferred pending the outcome of their application. Amounts due should be paid as invoiced or statutory fines or interest will apply. Where a rates remission is granted, the applicant will be advised in writing and the adjusted amount will be reflected in the following rates notice.

Section A – Ownership/ratepayers details

Name of 'All' ratepayer(s): _____

Postal address: _____

Daytime phone number: _____

Property address: _____

Rates account no: _____

Purchase date of property: _____

Is this your principal place of residence?: _____

Please list ANY other properties owned: _____

(attach list if insufficient space provided) _____

Please list any ratepayers who hold, or are eligible to receive a State Seniors Card

Section B – Occupant details

Please provide details of all occupants of the property

For the column marked 'Status' – please indicate if this person is employed, unemployed, pensioner, SFR concession holder, dependent child or other suitable description (attach list if insufficient space).

Name	Relationship	Status
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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Section C – Concession details

Please provide details of any concessions for which all ratepayers/occupiers are/may be eligible.
Concession Types = Pensioner, SFR concession, Centrelink beneficiary, health care card holder.

Person 1

Concession type _____

Concession card number _____

Date of grant or benefits commenced _____

Person 2

Concession type _____

Concession card number _____

Date of grant or benefits commenced _____

Person 3

Concession type _____

Concession card number _____

Date of grant or benefits commenced _____

Have you applied for all available state concessions?

Information regarding concessions should be directed to Department of Human Services (DHS) -
Concession Hotline 1800 307 758 or by visiting www.sa.gov.au/concessions.

Section D – Rates remission and/or postponement

Are you requesting a remission of rates based on hardship? **YES** **NO**

Are you requesting a postponement of rates based on hardship? **YES** **NO**

Note: application for postponement of rates based on hardship, means that rates will be deferred to a later payment date.

Please provide details of circumstances causing financial hardship.

THIS INFORMATION MUST BE PROVIDED

Please complete the following questions

Do you consider the Capital Value shown on your annual rate notice to be a fair assessment for the property?

YES

NO

Have you lodged an objection to the valuation with the state valuation office for the current financial year?

YES

NO

Please note:

If you have responded 'No' to both of the above questions you must lodge an objection to valuation (please see instructions on page 1 of this document). Applications for remissions will not be considered unless any issues with the valuation have been resolved.

Have you previously received remissions of rates on the basis of on-going financial hardship?

YES

NO

Legal Declaration

I wish to apply for a remission on my rates for the 2018-19 financial year and declare that the information shown above is true and correct:

I have provided the attached documents

- a current income and expenditure statement prepared by my financial counsellor
- a letter from my financial counsellor substantiating my current financial circumstances and reasons in support of my application

YES

YES

I provide my permission for Council staff to liaise with my financial counsellor in regards to this application.

Signed: _____ **Date:** _____

Please forward the completed application to:

**City of Onkaparinga
PO Box 1
Noarlunga Centre SA 5168**

Once the application has been assessed, you will be advised of the outcome in writing. Until you are advised of the outcome of your application please ensure that you continue to pay your rates as per your Rates Notice or statutory fines or interest will apply.

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