

## BOND REFUND REQUEST FORM

### PARK/FACILITY BOOKING INFORMATION

Park/Facility Booked: .....

Date Booked: ..... Hire Key Returned: .....

Area Pre-Inspection checked and Photos Taken: ☐ Yes ☐ No

Area Post-Inspection Check and Photos Taken: ☐ Yes ☐ No

### APPLICANT INFORMATION

Name/Organisation: .....

Address: .....

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

Phone: ..... Email: .....

### REFUND PAYMENT INFORMATION

Paid by: .....

Amount Paid: ..... Receipt Number: .....

Copy of Receipt Attached: ☐ Yes ☐ No

I/We hereby agree for all payments for the supply of goods and services to the Town of Mosman Park, be made by direct credit to the following bank account:

Name of Bank Account: .....

Address of Bank: .....

BSB Number: ..... Account Number: .....

Email Address (Remittance) .....

Following an inspection of the area and, if applicable, return of hired key by the Town, your bond will be refunded within twenty (20) working days, minus any damage that was deemed to have occurred during your use of the public area. If post inspection is not completed by the applicant the Town will deduct an inspection fee from the bond paid as per the Towns current Fees and Charges.

## TERMS AND CONDITIONS

1. The Town of Mosman Park is under no obligation to verify the above bank account details and any change in the above particulars must be notified to the Town of Mosman Park in writing.
2. Payment will be deemed to have been made when the Town of Mosman Park has instructed its bank to credit the above account. The Town of Mosman Park will not be responsible for any delays in payment due to factors outside the reasonable control of the Town of Mosman Park including but not limited to, delays or errors in the banking system or errors in the account details supplied.
3. The Town of Mosman Park reserves the right at any time to terminate or suspend the direct credit payment system and to pay by cheque or in any other manner which the Town of Mosman Park may determine from time to time.
4. The applicant agrees to repay the Town of Mosman Park on demand any payments credited to the applicant in error and the Town of Mosman Park reserve the right to set off the amount of any overpayment made in error against any future debts or liability owing by the Town of Mosman Park to the applicant.
5. The Town of Mosman Park has the right to accept the authority of the undersigned as conclusive evidence of that person's authority to execute this Direct Credit Application of behalf of the applicant.

## AUTHORISATION - APPLICANT

Name: .....

Signature: ..... Date: .....

Title/Position: .....

## AUTHORISATION – TOWN

Name: .....

Signature: ..... Date: .....

Title/Position: .....

Site Inspected: ☐ Yes ☐ No

Approved by PTO: ☐ Yes ☐ No