



Return completed form via email to:
Brisbane City Council
GPO Box 1434, Brisbane, QLD 4001.

Or in person:

At Brisbane City Council's Customer Service Centres or Regional Business Centre.

Any application for a refund MUST be received within 12 months from the original renewal date or new registration date.

Registration refunds will **ONLY** be given for a deceased animal.

If the animal is deceased within 182 days (6 months) of the new registration fee being paid, a refund of 50% of the registration fee will be applicable.

If the animal is deceased within 182 days (6 months) of the renewal date **AND** the renewal payment was received within 30 days of the initial due date, a refund of 50% of the registration fee will be applicable.

In the case where a **NEW** registration payment is receipted for an animal living outside of the Brisbane area, a 100% refund is applicable.

Please contact Brisbane City Council on (07) **3403 8888** or visit Council's website at **www.brisbane.qld.gov.au**

Name of animal

Registration Tag or Permit reference number

Deceased date

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Address where animal is kept

Postcode

Full name

Address

Postcode

Refunds will be returned to the original payment method wherever possible. If the original payment was made by cash, cheque or BPAY, please provide your bank account details below so the refund can be paid by electronic funds transfer (EFT).

☐ No  Go to next question.

☐ Yes Enter your bank account details:

Account name

BSB number

Account number

Important: Please ensure your BSB and account number are correct. Council does not validate bank account details. Incorrect information may result in payment being made to the wrong account and the funds may not be recoverable.

I request a partial refund of the registration/renewal fee paid for the animal described in this application.

Name

Signature

[illegible]

Date _____

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OFFICE USE ONLY

Request received by

Date _____

_____ / _____

Refund processed by

Date _____

_____ / _____