



Animal Registration Refund Request

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

Refunds

Registration refunds will **ONLY** be given under the following circumstances.

- Deceased Animal

New Registrations

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.

Registration Renewals

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.

Animal Registrations from outside of Brisbane

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

1 Name of animal

Registration Tag or Permit reference number

Deceased date

2 Address where animal is kept

3 Owner's details

Full name

Address

4 Address where you want your refund cheque posted to (write 'AS ABOVE' if same address).

Postcode

5 Refund Request

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

Name

Signature

Date

Application lodgement options

By mail:

Return completed application to:

**Brisbane City Council
GPO Box 1434
BRISBANE QLD 4001**

In person:

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

For further information

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

OFFICE USE ONLY

Request received by

Date

Refund processed by

Date