

# Return of Bond Form



|                                    |  |
|------------------------------------|--|
| <b>Name:</b>                       |  |
| <b>Name of group/organisation:</b> |  |
| <b>Postal address:</b>             |  |
| <b>Suburb and postcode</b>         |  |
| <b>Email address:</b>              |  |
| <b>Reason for bond payment:</b>    |  |
| <b>Date bond paid to the City:</b> |  |
| <b>Receipt number:</b>             |  |
| <b>Amount to be refunded:</b>      |  |

## Details of account to be credited:

|                                |  |
|--------------------------------|--|
| <b>Account in the Name of:</b> |  |
| <b>Bank:</b>                   |  |
| <b>BSB number:</b>             |  |
| <b>Account number:</b>         |  |

- The bond will be refunded by electronic funds transfer (EFT), usually within two weeks from the date this form is received by the City.
- As per the terms and conditions of hire, the bond will only be refunded to the individual/company that made the original payment, otherwise written confirmation will be required directly from the original payee.
- If an electronic signature has been used to sign this document, the original PDF must be sent via email to [customer@rockingham.wa.gov.au](mailto:customer@rockingham.wa.gov.au) so that the signature can be verified.

|                   |  |              |  |
|-------------------|--|--------------|--|
| <b>Signature:</b> |  | <b>Date:</b> |  |
|-------------------|--|--------------|--|

## Collection Notice:

The City of Rockingham is collecting your personal information for the return of your bond payment. It may also be used for secondary purposes which would be reasonably expected.

Your personal information will not be disclosed to any other party without your consent unless required or authorised by law.

If you choose not to provide your personal information, the City will be unable to return your bond.

To access, correct or learn more about how we handle personal information please contact [privacy@rockingham.wa.gov.au](mailto:privacy@rockingham.wa.gov.au) or visit [rockingham.wa.gov.au/privacy](http://rockingham.wa.gov.au/privacy).

|                                                                                                                         |  |              |  |
|-------------------------------------------------------------------------------------------------------------------------|--|--------------|--|
| <b>For office use only</b>                                                                                              |  |              |  |
| <i>I confirm the conditions of the bond agreement have been adhered to and the bond account stated can be returned.</i> |  |              |  |
| <b>Officer Name:</b>                                                                                                    |  |              |  |
| <b>Signature:</b>                                                                                                       |  | <b>Date:</b> |  |