



# Payment Form

## 1. Payment methods

Payment in person at Council's Customer Service Centre can be made in cash, EFTPOS, cheque or money order or credit card (AMEX, Diners Club, MasterCard and Visa).

**Note: This payment form cannot be used to apply for conveyancing certificates (Sec 149, 603, 121ZP, 735A, 88G). Please use Council's secure online payment system.**

## 2. Payment details

- a) All credit card payments will incur a processing fee of 1%
- b) Fees are calculated on a scale based on the contract value of the work
- c) Separate cheques are required for integrated development fees to the relevant body
- d) Cheques and money orders are payable to 'Woollahra Council'
- e) Payments should be sent to Woollahra Council at:
  - i) 536 New South Head Road DOUBLE BAY NSW 2028;
  - ii) PO Box 61 DOUBLE BAY NSW 1360; or
  - iii) DX 3607 DOUBLE BAY

## 3. Privacy notice

The personal information in this form is required under the Environmental Planning and Assessment Act 1979 and will only be used for processing of payments. If you do not provide the information, Council will not be able to process your payment and application. Payment information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

## 4. Payment particulars

Payment For:	
Council Reference:	
Application Address:	

## 5. Cheque and money order details

Drawers Name:	
Drawers Address:	
Total Amount:	

## 6. Credit card details

Card Type	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Diners Club	<input type="checkbox"/> AMEX															
Full Name on Card																			
Card Number				—															
Card Expiry Date			/			Total Amount Paid		\$											
Date			/					Contact No.											
Cardholder's Signature																			

## 7. Office use only

Cashier's Name: ..... Signature: ..... Date: .....

Payment Processed:  Yes  No