

## Security Deposit – Customer Details

Note – if paying by cheque the refund will go to the name on the cheque  
For other payment methods the refund will go to person/company indicated below

### Customer Details

Date: \_\_\_\_\_ Security Deposit Amount: \_\_\_\_\_

Given Name: \_\_\_\_\_ Family Name: \_\_\_\_\_

**OR**

Company Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Customer Signature \_\_\_\_\_

### OFFICE USE ONLY:

#### Receipt Details

Receipt No: \_\_\_\_\_ Name and Address Register (NAR): \_\_\_\_\_

DA Number: \_\_\_\_\_ Property Address: \_\_\_\_\_

#### Security Deposit Type: *(please tick)*

- |   |  |
|---|--|
| <input type="checkbox"/> DA / W&S security deposits / maintenance bonds | <input type="checkbox"/> Car park card deposits        |
| <input type="checkbox"/> Halls, parks and reserves security deposits    | <input type="checkbox"/> Tip account security deposits |
| <input type="checkbox"/> Contracts                                      | <input type="checkbox"/> Miscellaneous                 |

#### **Please retain this page and receipt.**

All requests for a refund must be placed in writing, along with a copy of this page.

Your request can be e-mailed or posted to Council

PO Box 21 GOSFORD NSW 2250

[ask@centralcoast.nsw.gov.au](mailto:ask@centralcoast.nsw.gov.au)