



Request a Payment Transfer to your City or District Council

W www.boprc.govt.nz/rates

P 0800 BOP RATES (0800 267 728)

E rates@boprc.govt.nz

A PO Box 364, Whakatāne 3158

If a payment was made to us in error instead of your city/district council, you can complete this form to request that the funds be transferred. This form will let us know when the payment was made, and which Council the funds should be transferred to.

Property Details:

Valuation Number:*

Property Address:

Ratepayer Details:

Ratepayer Name 1:*

Ratepayer Name 2:

Contact Number:*

Email Address:

Transfer Details:

Date of Payment:*

Payment Reference:*

Transfer Amount:*

*This information will help us to confirm your payment has been made to us. You can further help us locate this payment if you can also include the proof of payment. **Please provide a copy of your proof of payment.***

Payment needs to be transferred to:

- | | | |
|---|---|---|
| <input type="checkbox"/> Kawerau District Council | <input type="checkbox"/> Whakatāne District Council | <input type="checkbox"/> Western Bay District Council |
| <input type="checkbox"/> Rotorua Lakes Council | <input type="checkbox"/> Ōpōtiki District Council | <input type="checkbox"/> Tauranga City Council |
| <input type="checkbox"/> Taupō District Council | | |

By signing this form, I confirm that:

- I am a ratepayer in respect of the above properties, or that I am otherwise authorised on behalf of the ratepayer(s) to make this request.

Signature:

Name:

Date:

Please Note: *Transfer of payments will be processed during council's next payment run. This may take up to ten (10) working days to be processed.*

We suggest that you inform your City/District Council that the transfer will be made by Bay of Plenty Regional Council. A penalty may have been added to your rates account if it has passed the due date for payment. We do not take any responsibility for or accept any liability for any penalties added by your City/District council.

You can send your completed form to us at: **rates@boprc.govt.nz**

or by post to: **Bay of Plenty Regional Council: PO Box 364 Whakatāne 3158**

Please see our privacy statement at **<https://www.boprc.govt.nz/privacy-statement>** (or available in hard copy on request) to understand how we collect, use, protect and share your information.

We would like to use your contact details to inform you of Bay of Plenty Regional Council activities and services that may affect you. If you do not want your contact details to be used by us for this purpose, please contact us at: **rates@boprc.govt.nz** or on **0800 BOP RATES (0800 267 728)**. We will not use your contact details for general marketing purposes.