

Bin Request Form

Assessment No.
Record No.

Are you a: Residential - Complete Sections 1, 2A & 3
 Commercial - Complete Sections 1, 2B & 3

Please note that you **must** be the property owner to submit a bin request form.

1A Owner/Property Manager Details

Full Name:	D.O.B:
Date of Request:	
Property Address:	
Postal Address:	
Phone Number:	
Email Address:	

Note: * It is compulsory for residential properties to have at least one bin service for the property.
 * Commercial properties without a bin service are charged a waste management fee of \$99.00.

1B Request Details

<input type="checkbox"/> Recycling Bin	<input type="checkbox"/> Waste Bin	<input type="checkbox"/> Parts: Lids ea: Pins ea: Wheels ea:
<input type="checkbox"/> Stolen	<input type="checkbox"/> Missing	
Police Report Number: If you have selected stolen or missing, you must supply a police report number otherwise you will be responsible for the costs of the replacement.		
<input type="checkbox"/> Other (damages/exchanges):		

2A RESIDENTIAL

Services	RESIDENTIAL		Fees & Charges		
	240Lt	120Lt	240Lt	120Lt	Apply to
Change Bin Size (tick new bin size) Same number of bins collected each week			Interim Rate will be generated and posted		
Remove Additional Bin Service/s Reduce number of bins collected each week			Interim Rate will be generated and posted		
Additional Bin Service/s Additional bins collected each week			\$356.00	\$270.00	Rates
Replacement Bin/s (also available for commercial) No charge IF a police report number is given			\$107.00	\$99.00	Invoice
Purchase of Bin/s (also available for commercial) Additional bin at property - NO increase in pickups			\$128.00	\$109.00	Invoice

2B COMMERCIAL

Services	COMMERCIAL		Fees & Charges		
	240Lt	120Lt	240Lt	120Lt	Apply to
Change Bin Size (tick new bin size) Same number of bins collected each week			Interim Rate will be generated and posted		
Remove Additional Bin Service/s Reduce number of bins collected each week			Interim Rate will be generated and posted		
Additional Bin Service/s Additional bins collected each week			\$356.00	\$270.00	Rates
Street Bin Collection/s per bin per year	How many:		\$168.00		Rates
Additional Street Bin Collection/s Fortnightly	How many:		\$168.00		Rates
Recycling Bin Collection/s Fortnightly		N/A	\$37.00	N/A	Rates
Additional Recycling Bin Collection/s Fortnightly		N/A	84	N/A	Rates

3 Signature: _____ Date: _____

OFFICE USE ONLY

RANGER

RATES OFFICER

Returned Bin Details

Bin Number/s: _____

Delivered Bin Details

Bin Number/s: _____

Does an invoice need to be issued?

Yes/No _____

Who is the invoice to go to?

Name _____

Officer's Name: _____

Signature: _____

Date: _____

Returned Bin Details

Removed from Rates

Delivered Bin Details

Added to Rates

Has an invoice been raised?

Yes/No _____

Invoice Number

Officer's Name: _____

Signature: _____

Date: _____