

Request for Refund Parking Fee 23/24



If you need help lodging your form, contact us		
Email	parkingoperations@northernbeaches.nsw.gov.au	
Phone	1300 434 434	
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	4039
TRIM Ref.	2019/041568
Last updated	June 2023
Business unit	Transport and Civil Infrastructure
Application no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Applicant Details

Title	Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other:		
First Name			
Last Name			
Company Name <i>(attached business card if relevant)</i>			
Address			Postcode
Phone			Mobile
Unit Number			Lot Number
Email			

Part 2: Reason for Refund

Detailed reason for refund

Part 3: Transaction Details

You must provide details of each transaction made			
Date of Transaction(s)			
Time of Transaction(s)			
Machine Number and/or Machine Location Name			
Carpark Name			
Vehicle registration			
Method of Payment (Please tick)		Amount/s	
Coin (staple tickets to form)		\$	
Credit Card (provide numbers below)		\$	
Other (e.g. Applepay, phone or watch)		\$	
Credit Card Details - You must provide the first 6 digits and last 4 digits of EVERY card number used.			
Credit Card 1	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Credit Card 2	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Credit Card 3	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

Part 4: Bank Details

If your request for refund is successful, the amount will be refunded as follows: <ul style="list-style-type: none"> • Credit card payment - refunded direct to the above mentioned credit card • Coin payment - deposited into the bank account nominated below 	
Bank Name	
BSB	
Account Number	
Account Name	

Office Use Only			
Customer Request Number		Approved by	
Refund Amount Due	\$	Signature	
Refund Processed By		Signature	
Date Processed			