

Application for State Government Concession on Previous Years Municipal Rates

Important information

- A concession may be claimed retrospectively for up to one previous financial year from the date of application, provided the ratepayer was eligible during that period.
- For any earlier years, approval from the Department of Families, Fairness and Housing (DFFH) is only available in the limited circumstances outlined below.
- The person applying for the concession must be the person who is solely or jointly responsible for payment of the account. For the purpose of confirming eligibility, the name/s of the person/s on the rates notice must match the name on the person/s concession card.
- DFFH Guidelines state that it is the responsibility of the concession cardholder to apply for the Municipal Rates Concession. Information on concessions, including how to apply, is provided to ratepayers on annual rates notices. Therefore, lack of awareness of the concession does not qualify as an approved reason for backdating.

Application details

I am applying for the following previous period concession/s:

☐ 2025-26	Councils can approve retrospective concessions for up to one previous financial year for eligible ratepayers.
☐ 2024-25	In exceptional circumstances, the council can request approval for an additional three financial years of retrospective concession from the Department of Families, Fairness and Housing (DFFH). The retrospective concession can only be claimed for the ratepayer's current principal place of residence. Council must submit a request to DFFH who will assess and approve up to a maximum of three (3) previous financial years for one of the following reasons only: • Council error (council must provide a brief description of error with accompanying email); • On the spouse's death, the concession was not transferred to the surviving spouse; • The customer was prevented by a serious illness or disability. The customer must provide supporting documentation, such as a medical certificate. An administration order from VCAT is also acceptable.
☐ 2023-24	
☐ 2022-23	
Reason this concession is being applied for after the eligible year:	

Property details

Rates assessment number:		
Address of rated property:		
Town:	State: VICTORIA	Post code:

Applicant details

First name:	Middle name:	Last name:
Residential Address:		Post code:
Home phone:	Mobile:	
Date of Birth:	Email:	

Concession type

- ☐ Pensioner Concession Card (Centrelink or DVA)
- ☐ Veterans' Affairs Gold Card - War Widow (WW) or Totally and Permanently Incapacitated (TPI)

Concession card number

Centrelink Card CRN:										
Veterans' Affairs No:	V									

Consent to check Centrelink details

I authorise:

- Latrobe City Council (my council) to use Centrelink Confirmation eServices to perform a Centrelink enquiry of my Centrelink or Veterans' Affairs customer details and concession card status in order to enable the council to determine if I qualify for a concession, rebate or service.
- Services Australia (the agency) to provide the results of that enquiry to my council.

I understand that:

- the agency will use information I have provided to my council to confirm my eligibility for the concession and will disclose to my council personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while I am a customer of my council unless I withdraw it by contacting my council or the agency.
- I can get proof of my circumstances/details from the agency and provide it to my council so that my eligibility for the concession can be determined.
- if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the concession provided by my council.

Declaration

I declare that the information provided is true and accurate to the best of my knowledge, and that this property is my principal place of residence, is used exclusively for residential purposes and that I have not made any other applications for a concession in respect of any other property for this rating year.

Note: If completing this form electronically, please print the form and sign below.

Signature	Date
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Privacy Statement: This information is collected by the Department of Families, Fairness and Housing and your council for the purpose of administering your concessions. Without this information, we are unable to provide your concession. Your information will be disclosed to your council to enable them to process your concession. You are able to request access to the personal information that we hold about you, and to request that it be corrected if necessary. Please contact the Concessions Information Line on 1800 658 521 (toll free) with any queries about this statement.

Office use only	
Date: Receiving Officer name: Service centre:	Date stamp:

Submitting your application

Mail	Post the completed and signed application together with copies of supporting documents to 'Latrobe City Council' to PO Box 264 Morwell VIC 3840.	
Email	Email a scanned copy of the completed and signed form together with copies of supporting documents to latrobe@latrobe.vic.gov.au	
In person	Bring the completed and signed application together with copies of supporting documents to any of our following Service Centres and Libraries.	
	141 Commercial Road, Morwell	Monday to Friday, 9am to 5pm
	63-65 Elgin Street, Morwell	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	34-38 Kay Street, Traralgon	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	1-29 George Street, Moe	Monday to Friday, 8.30am to 5.15pm Saturday, 9am to 12noon
	9-11 Philip Parade, Churchill	Monday to Friday, 8.30am to 5.15pm Closed between 12noon to 1pm