

## Application for Rural Rates Concession

### 4 Easy Steps -

- Step 1 Assess your eligibility
- Step 2 Gather your documentation
- Step 3 Provide all relevant property details
- Step 4 Send your application to council

### Step 1 – Am I eligible for the concession?

Please indicate which of the following apply to you by marking '✓' in the corresponding box.

- My property is rated in the general rate categories of '45 Rural Land' or '46 Rural Irrigation'
- There were changes made to my property that occurred on or after 1 July 2021
- The changes occurred by way of transfer, separation, or amalgamation of lots
- The changes occurred as a result of undertaking family succession planning arrangements
- The changes occurred between a close family member being a grandparent, parent, spouse or sibling

*\*If you have ticked ALL of the boxes, then you may be eligible for the concession – Continue to 'Step 2'*

*\*If you have not ticked all of the boxes but believe that you may be eligible, please contact Desley Theophanides – Coordinator Rates on (07) 4986 8499 or [dtheophanides@chrc.qld.gov.au](mailto:dtheophanides@chrc.qld.gov.au)*

### Step 2 – What documentation do I need to provide to support my eligibility?

- A letter or email outlining the changes that occurred to your property
- Correspondence from a qualified lawyer, accountant or financial planner confirming that the changes that occurred to your property were as a result of undertaking family succession planning arrangements
- Documentation or a statutory declaration confirming the relationship of the 'close family member'
- Any other relevant information

*\*The documentation requested in the first three boxes must be provided – Continue to 'Step 3'*

**Step 3 - What are the details of the properties impacted by the family succession planning arrangements?**

*Council will allow family groups to submit one application instead of separate applications per property. Please ensure that ALL relevant properties are recorded on the application form if applying on behalf of a family group.*

**Property 1 –**

Owner Name:

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Assessment/ Property Number:

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Property Address:

**Property 2 –**

Owner Name:

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Assessment/ Property Number:

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Property Address:

**Property 3 –**

Owner Name:

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Assessment/ Property Number:

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Property Address:

**Property 4 –**

Owner Name:

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Assessment/ Property Number:

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Property Address:

#### Step 4 – How do I submit my application?

- Ensure the above steps 1 to 3 have been completed and your supporting documentation is submitted with this form.
- Send your application marked '**Rural Rates Concession Application – Attention Desley Theophanides**' by either email, post or in person to:

**By E-mail:**

[dtheophanides@chrc.qld.gov.au](mailto:dtheophanides@chrc.qld.gov.au)

**By Post:**

Central Highlands Regional Council  
(Attention: Desley Theophanides)  
PO Box 21  
Emerald QLD 4720

**In Person:**

Town	Address	Opening Hours
Emerald	65 Egerton Street, Emerald	Monday – Friday 8:30am to 5:00pm
Blackwater	10 Mackenzie Street, Blackwater	Monday – Friday 8:30am to 5:00pm
Capella	4 Conran Street, Capella	Monday – Friday 8:30am to 5:00pm
Duaringa	12 William Street, Duaringa	Monday – Friday 8:30am to 5:00pm
Springsure	29 Eclipse Street, Springsure	Monday – Friday 8:30am to 5:00pm
Rolleston	17 Warrijo Street, Rolleston	Monday – Friday 9:00am to 12:30pm 1:00pm to 4:30pm
Tieri	Corner Grasstree and Anncrouye Street, Tieri	Monday – Friday 8:30am to 5:00pm

**Primary Contact Details:**

In case council needs to contact you in relation to the above application

Full Name:

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Phone:

\_\_\_\_\_

E-mail:

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#### FOR OFFICE USE ONLY

Date Application Received:

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Date Reviewed:

\_\_\_\_\_

Reviewed By:

\_\_\_\_\_

Details:

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