

Residential Parks Act 2007

Bond refund form



Government of South Australia
Office of Consumer and
Business Affairs

Address of rented property (USE BLOCK LETTERS)	
Park name:	Site number/reference:
Street number:	Street name:
Suburb:	Postcode:
Postal address: (If different to above)	

Name of resident 1:		Phone:
Forwarding address		
BSB no		Account no
Name of Australian bank/building society/credit union		Name of account holder
Signature of resident		Amount to be paid to resident 1 \$**
Name of resident 2:		Phone:
Forwarding address		
BSB no		Account no
Name of Australian bank/building society/credit union		Name of account holder
Signature of resident		Amount to be paid to resident 2 \$**

**PLEASE ENSURE YOU READ THE REVERSE OF THIS FORM
PRIOR TO LODGEMENT**

Tenancies Branch
Office Hours: 8.30 am - 5 pm
GPO Box 965, ADELAIDE SA 5001
Level 1, 91-97 Grenfell Street, ADELAIDE SA 5000

Telephone: 8204 9555 (**Bonds**)
8204 9544 (**Advice**)
www.ocba.sa.gov.au

Name of park owner*:		Phone:
Forwarding address		
BSB no		Account no
Name of Australian bank/building society/credit union		Name of account holder
Signature of park owner*		Amount to be paid to park owner* \$**
(** Add together all the \$ amounts listed and insert total here) →		Total Bond \$
NB: This amount must not exceed the total amount of bond held by the Tenancies Branch		

NB: The name and signatures of parties must match those on the documentation currently held by this office. The bank account details must match the parties of the bond. We cannot pay moneys into a third party account. If the details do not match the eft will be rejected and a cheque will be drawn.

By completing the above EFT details you are:

1. Authorising the Tenancies Branch to use the listed number to transfer moneys owing to you into your account listed on this form.
2. Guaranteeing that the information provided on this form is correct, and agreeing to indemnify the Tenancies Branch against any loss or damage suffered if the details provided are incorrect

Please submit original form only -
fax or e-mail not accepted

IF KNOWN

BOND NUMBER

***Park owner means the owner OR the operator of the park**

TB11/07

IMPORTANT

1. Payment is made by electronic funds transfer or cheque and is available upon presentation of this form, providing that all details are fully completed and correct.
2. The signature of the parties signing this claim should be the same as those appearing on the lodgement form. If not, the change should be advised in writing, containing the signatures of both original and new parties.
3. Any alterations on this form must be **signed in full** by all parties.
4. Always quote your bond number in any communication with the Tenancies Branch.
5. Resident refunds will be paid equally to **all residents** appearing on the documentation currently held by this office unless the authority below is completed.
6. Bonds can not be partially refunded.

This section to be completed ONLY if 1 resident is claiming the full resident portion of the bond refund in a multiple resident occupancy.

I authorise the Tenancies Branch to make this payment in my name only.
I understand that if there is a dispute to this payment, it may lead to a civil claim and is not the responsibility of the Tenancies Branch.

Name: Signature