



This form is to be used to refund a residential bond under the [Residential Tenancies Act 1997](#). Email completed forms to: rb@act.gov.au. **Electronic signatures are NOT accepted.**

Rented property details Bond number (if known):

| Unit number | Street number | Street name | Suburb | Postcode |
|-------------|---------------|-------------|--------|----------|
| | | | | |

| Refund details | Amount of bond refunded to Tenant/s | \$ | Amount of bond refunded to lessor/managing agent | \$ |
|-----------------------|-------------------------------------|----|--|----|
| | | | | |

Tenant details: complete this section, tenants to sign to approve payment to lessor/ agency and to confirm bank details

| | | | |
|----------------|--|-----------------------|--------------------------|
| Full Name | | Account name | |
| Postal address | | BSB number (6 digits) | |
| | | Account number | |
| Email | | Signature | No Electronic Signatures |
| Contact number | | Date | |

| | | | |
|----------------|--|-----------------------|--------------------------|
| Full Name | | Account name | |
| Postal Address | | BSB number (6 digits) | |
| | | Account number | |
| Email | | Signature | No Electronic Signatures |
| Contact Number | | Date | |

| | | | |
|----------------|--|-----------------------|--------------------------|
| Full name | | Account name | |
| Postal address | | BSB number (6 digits) | |
| | | Account number | |
| Email | | Signature | No Electronic Signatures |
| Contact number | | Date | |

Agency details (or lessor if no agency) – must be signed to approve payment to tenant/s

| | | | |
|----------------|--|-----------------------|--------------------------|
| Agency name | | Account name | |
| Postal address | | BSB number (6 digits) | |
| | | Account number | |
| Email | | Signature | No Electronic Signatures |
| Contact number | | Date | |

