

COMMUNITY GRANTS ACQUITTAL FORM

*To be submitted within six (6) weeks of completion of project/event
(Failure to submit may affect future funding opportunities)*

ORGANISATION / CLUB DETAILS

Organisation / Club:	
Project / Event Name:	
Project / Event Date:	

FUNDING

Amount received from Banana Shire Council:	\$	
Actual Amount Spent:	\$	
Unspent funds to be returned to Council:	\$	

I certify that:

- The information provided above with respect to the expenditure of funds is true and accurate and the funds have been applied in accordance with the guidelines of the approved Community Grant Application.
- I have attached receipts to prove expenditure of the funds received from Council.
Please note that copies of invoices are not sufficient evidence to demonstrate expenditure of funds. Please supply either a receipt from the supplier or a copy of the bank transaction demonstrating payment.
- Surplus funds have been refunded to Council (receipt attached);
- Banana Shire Council was promoted as follows:

COMMITTEE MEMBER DETAILS

Name:			
Role in Committee:			
Signature:		Date:	

PRIVACY NOTICE

Banana Shire Council is collecting your personal information to process your application. The information will not be disclosed to any other person or agency external to council without your consent, unless required by or authorized by law. Personal information will be handled in accordance with the *Information Privacy Act 2009*.

PLEASE RETURN TO

The Chief Executive Officer, Banana Shire Council, PO Box 412, Biloela QLD 4715; OR
Email: enquiries@banana.qld.gov.au; OR Fax: (07) 4992 3493