

ACQUITTAL FORM

APPLICANT DETAILS

This is the organisation which undertook the project, and the person legally authorised to enter into contracts on behalf of the organisation.

Legal Name of Organisation	
Contact Name	
Position	
Mobile / Telephone	
Email	

PROJECT DETAILS

Project Name	
Describe how the grant funds were spent.	
Describe how the project benefited the chosen priority area from the Application.	
How did you acknowledge the Shire of Boddington's contribution to the project? Please attach evidence.	

BUDGET DETAILS

Use the table below to demonstrate how the approved funding amount was used by listing the expenses your project incurred. Please note Shire of Boddington's contribution is limited to 50% of the total project expenditure, and no more than \$5,000. Any unused grant funds are to be returned to the Shire of Boddington.

Grant Amount	
Funds Spent	
Unspent Funds	

ACQUITTAL FORM

Income		
Item	Budget	Actual
	\$	\$
	\$	\$
	\$	\$
Total Income	\$	\$
Expenditure		
Item	Budget	Actual
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Expenditure	\$	\$
Total (Income – Expenditure)	\$	\$
DECLARATION		
<input type="checkbox"/> I declare I am the authorised person to submit this Acquittal Form on behalf of my organisation, and I am authorised to sign legal documents on behalf of the organisation.		
<input type="checkbox"/> I declare the information and attachments provided are to the best of my knowledge true, correct and discloses all estimates as accurate as possible.		
<input type="checkbox"/> I have attached supporting documentation (including receipts, invoices and copies of promotional material).		
<input type="checkbox"/> I understand false or misleading statements listed in this Community Grant Program Acquittal can result in disqualifying the organisation from future funding.		
Name		Position
Signature		Date