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**ACQUITTAL STATEMENT**

**Community Grants Program**

**ORGANISATION:**

**PROJECT TITLE:**

**FOR THE PERIOD:** 2019-20

|  |  |  |  |
| --- | --- | --- | --- |
| **REVENUE ITEMS** |  | | |
| **Shire of Dandaragan grant amount** |  | | *(1)* |
| From other Government Departments (please specify) |  | | |
| Other revenue received for project |  | | |
| Your organisation’s contribution |  | | |
| TOTAL PLANNED REVENUE |  | | |
| **EXPENDITURE ITEMS (ACTUAL)**  (e.g. Administration costs, venue hire, instructor’s fees, equipment hire) |  | | |
|  |  | | |
|  |  | | |
|  |  | | |
|  |  | | |
| **TOTAL ACTUAL EXPENDITURE** |  | *(2)* | |
| **TOTAL UNSPENT GRANT MONEY** |  | *(3)* | |

ORGANISATION CERTIFICATION

* I certify that the above figures are correct and that the ORGANISATION expended a total of $ (2) on the project as detailed in the Community Grant Application including the Shire of Dandaragan grant of $ (1).
* I certify that I have the authority, as vested by the Board/Committee, to submit this acquittal documentation by electronic transmission.
* I have provided copies of all invoices/receipts.
* I have contacted the Shire Manager Customer and Community Services regarding unspent grant funds to the total of $\_\_\_\_\_\_\_ (3) [take (2) from (1)]

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position Held: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**