

# Community Grants Programme Acquittal Form





# **Community Grants Programme – Acquittal Form**

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

Organisation/Club:
Event/Project/Service Name:
Event/Project/Service Date:
Festival or Event Summary:
Were there any changes to your initial application? If yes, please describe these changes?
How many people attended?
How many do you getimate were from outside the Denien?
How many do you estimate were from outside the Region?
What benefits were there to your organisation and the community?
Charters Towers Regional Council was promoted in the following manner/s: e.g. On advertising for the event; Mayor invited to speak at event; Inclusion of the Mayor's message in any festival or event related publicity.

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### **ACQUITTAL**

#### Please round all amounts to whole dollars.

- Please complete this budget to account for all costs of your activity.
- Enter all other grants for which you have applied and mark an asterisk against those grants which have already been approved.
- The amounts requested in the third column (CTRC\*) show how much of the CTRC\* funding you will allocate to each expenditure item.
- **Note**: If you are registered for GST, your expenditure and income should be exclusive of GST. If you are not registered for GST, your expenditure should include the gross value (including GST).

	EXPENSES	Cost	*CTRC Grant	+/- from Budgeted Amount
#				1 333 0 3330
TOTAL E	XPENSES	\$	\$	\$
INCOME (includes in-kind contributions)				
#				
TOTAL IN	ICOME	\$	\$	\$

# NB:

- # Please indicate in the left hand column if the amounts are in-kind (I) or monetary (\$).
- If you are registered for GST, your expenditure and income should be exclusive of GST. If you are not registered for GST, your expenditure should include the gross value (including GST).
- Please round amounts to the nearest dollar

CHARTERS TOWERS REGIONAL COUNCIL

Unspent funds are to be returned at time of submitting the acquittal.

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#### Checklist

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you included:
Budget information Copies of receipt for accounts/invoices paid Proof of Council acknowledgement, ie. Programmes, advertising, etc. Photographs of event/project/service Additional information (if required)
fy that:
The information provided above with respect to the expenditure of donation/contribution monies is true and accurate and the funds have been applied in accordance with the purposes of the donation/contribution;  Any unexpended funds have been returned to Council.

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without further notice, acknowledgement, remuneration or compensation.

content you warrant that consent has been obtained and/or is given for the purpose of supplying to Council for the Community Resilience Grant Programme. Further, in providing the supplied content you explicitly permit the collection and use of the supplied content by Council, which may

In providing the supplied content including photographs, graphics, logos and /or any other

Signed by Date
Chairperson/Treasurer/Secretary Applicant or
Auspicing Organisation if applicable

#### Please return to:

Postal address:

Chief Executive Officer Charters Towers Regional Council PO Box 189 CHARTERS TOWERS QLD 4820

**CHARTERS TOWERS REGIONAL COUNCIL** 

Email:

mail@charterstowers.qld.gov.au

**Hand Delivery:** 

Chief Executive Officer
Charters Towers Regional Council
70 Mosman Street
CHARTERS TOWERS QLD 4820

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