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8.00am - 4.00pm MON - FRI

Annual Community Grant – Acquittal Report

To be completed within 12 months of the grant being approved at an Ordinary Council Meeting

Contact Details

Name of Organisation			
Contact Person		Position	
Name of Chairperson or President			
Postal Address			
Contact Number		Fax	
Email Address			
Amount of Grant Received		\$	

Please outline how the SWEK Grant funds were spent and attach copies of receipts as proof of purchase.

Expenditure	
Total	
Surplus/Deficit	

***Any unused Community Grant funds should be returned with this acquittal report**

Please outline the key achievements of the project/event.

Please return a copy of any media releases, documentation produced, new articles reports, statistic or photographs in support of your initiative.

Declaration

I declare that the grant of \$_____ provide by the Shire of Wyndham East Kimberley has been spent in accordance with the purpose and conditions for which it was granted and that the financial statements are a true and accurate record of the transactions for this project/event.

I certify that the information above is a true and accurate report.

Name: _____

Signature: _____ Date: _____
(Must be office bearer of organisation)

Office use only			
Date Received		Officer	
Document Number		Application Number	
Approved By		Signature	