



FACILITY ACQUITTAL

Financial Report & Certificate of Satisfactory Completion

Return completed form and supporting documentation to SES Grants

- Refer to your copy of the *original application and funding agreement* when completing this form.
- Complete this document once the project is **finalised**.
- Include copies of all relevant tax invoices and/or council transaction sheet and photographs of the completed work when submitting.

ID Number	Local Government	SES Unit/Group	Grant Amount excl GST
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Project Title

EXPENSES (Provide an itemised list of <u>ALL Project</u> expenses incurred or add attachment)	AMOUNT - excl GST
	\$
	\$
	\$
	\$
	\$
TOTAL PROJECT EXPENSES	\$

***Must attach please:**

Copies of all relevant tax invoices / transaction sheet
 Photographs (jpeg) of completed works & any media
 Local Government bank details **attach or enter in comments*

Comments

DECLARATION

- I declare that the information provided in this form is true and correct.
- The grant was expended as detailed in our application referenced above and was in accordance with the *Funding Guidelines*.
- I declare that the project has been inspected and is satisfactorily completed in accordance with the proposal.
- I declare that I have the duly delegated authority to submit this acquittal on behalf of the Chief Executive Officer and Nominated Officer.

Declaration Officer

By checking this box I hereby agree to the above declaration

Title	First Name	Last Name
Date	Position	
Ph	Mobile	Email