

Community Assistance Grants Acquittal Form

Section One - Organisation Details

Name of organisation			
Auspicing Organisation if applicable			
Organisation ABN			
Contact person	Title:	Given name	Surname:
Postal address			
Contact number	Phone:	Mobile:	
Email address			

Section Two – Project / Event Details

Name of project / event	
Date/s and location of project / event	
Outcome of project / event:	

Section Three – Certifications

Acknowledgement of Council support:

How was the Somerset Regional Council's contribution acknowledged? Attach photos if applicable	
Promotional Methods	Please include copies of any advertisements used to promote your event and copies of material where Council was acknowledged.

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Use of image/s	Do you authorise Somerset Regional Council to use the provided photograph/s of me / the organisation / children and any other reproductions or adaptations of the subject's likeness ("the material"), either in full or part, in conjunction with any wording in Council publications including, but not limited to, media releases, social media and website content. All persons pictured in the image/s and the parents/guardians of children under the age of 16 are aware their photograph may be used by Somerset Regional Council as indicated. Yes ☐ No ☐
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Section Four – Financial Details

What is the total amount of this acquittal?			\$
Date	Business name	Goods / services provided	Total
			\$

Please attach copies of receipts/ proof of purchase supporting each expense item shown above. The total of receipts provided must match or exceed the approved grant amount and easily relate to the grant's purpose.

Please forward this form and other supporting documents to:

Somerset Regional Council
Attention: Chief Executive Officer
grants@somerset.qld.gov.au

For further information please contact a Somerset Regional Council Grants Officer on **(07) 5424 4000**

Thank you for completing this acquittal.