

GRANT ACCOUNTABILITY



This accountability relates to:

- Heritage Recreational Track WDC Community WDC Sports

Please use this form for all expenditure relating to your Grant.

1. Fill out this form.
2. Attach:
 - Receipt of payment and/or
 - An invoice detailing items purchased and/or
 - A statement from your club's accountant.

Return to the address listed below within two months of project completion, or within a year of funds being allocated, or before your next application for funding.

If the project is not completed within one year of receiving the grant, Waimate District Council may request unspent funds to be returned.

1. Full name of organisation or group:

2. Amount granted: \$

3. Date grant received:

4. Purpose grant was awarded for:

5. Please give details of how the money was spent:

	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

6. Please provide a brief description of benefits achieved with these funds:

YOUR DECLARATION

We declare that all details contained in this report are true and correct to the best of our knowledge and that we have the authority to provide it on behalf of our organisation.

Name:

Signature of applicant:
Typing your name is the equivalent of a handwritten signature.

Position of signatory:

Date:

Checklist

Have you:

- Answered every question?
- Attached all relevant documents

QUESTIONS AND COMPLETED ACCOUNTABILITY

Grant Administrator
Phone: 03 689 7771
Email: info@waimatedc.govt.nz

Drop into:
Waimate Information Centre
15 Paul Street
Waimate

Post to:
Waimate District Council
P O Box 122
Waimate 7960