**Huon Valley Acquittal Form**

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| **Applicant Name** |  |
| **Contact Name** |  |
| **Contact Address** |  |
| **Contact Phone** |  |
| **Contact Email** |  |
| **Project Name** |  |
| **Describe the activities that took place leading up to, during and after the project? Please include dates that your project took place.** |  |
| **What were the outcomes and achievements of your project? Did you achieve what you set out to do?** |  |
| **What have you learned or what would you do differently?** |  |
| **How did the project change (if at all), from your initial proposal and plan?** |  |
| **How did you acknowledge Huon Valley Council? Please provide examples, images, media clippings etc** |  |
| **Are there any comments or feedback that you would like to make about the grant program, application, or process?** |  |

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| **Statement of Expenditure:**  List below the items of expenditure relating to the project. While it is not necessary to provide receipts and financial records with this acquittal, however Council may wish to see these. | |
| **Expenditure Items** | **Total cost of items - $** |
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**DECLARATION:**

* I/we declare to the best of my knowledge that he statements made in this report are true
* I/we have recorded retained original invoices and receipts I and acknowledge that Huon Valley Council may audit to verify the accuracy of the information contained in this acquittal.
* The information contained within the State of Expenditure is complete and accurate and does not contain any misleading or fraudulent information.

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| **Name:** |
| **Organisation:** |
| **Position:** |
| **Date:** |
| **Signature:** |

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| Please email your completed Acquittal by to [hvc@huonvalley.tas.gov.au](mailto:hvc@huonvalley.tas.gov.au) or post to:  Huon Valley Council  Community Development Unit  PO Box 210  HUONVILLE TAS 7109 | Please tick which Grant this acquittal applies to:   * Creative Grants * Community Grants |