

## ACQUITTAL REPORT A

### COMMUNITY SERVICES FUND

#### \$5000 OR LESS

If you received funding of \$5,000 or less under the Community Services Fund you are required to return this Acquittal Report to Dubbo Regional Council (DRC) within 60 days of the conclusion of the program / project.

Project/Program information	
Owner of project or program	
List up to 5 key outcomes you achieved and benefits returned to the community as a result of receiving the financial assistance?	

In your application for funding, you provided details of how the funds would be spent. Please outline expenditure and provide evidence of financial transactions.

Details	Amount
	\$
	\$
	\$
	\$
	\$
	\$

Please outline below the benefits provided to DRC in return for the funding / sponsorship. Please refer to the Outgoing Sponsorship Matrix below. Please provide copies of materials or photographs evidencing the benefits returned.

<b>Value of sponsorship</b>
\$
<b>DRC brand recognition on appropriate printed material</b>
<b>Distribute Regional marketing material such as Visitor Guides</b>
<b>Provide feedback to DRC via survey seeking outcomes</b>
<b>Images of the activity (on request from DRC)</b>

**Declaration**

I / We certify that, to the best of my/our knowledge, all the information in this Acquittal Report is correct.

I / We grant permission for Dubbo Regional Council to include details provided in this Report in any relevant publications and / or reports. (Excepting financial accounting information)

I / We grant permission for Dubbo Regional Council to include the enclosed photographs in any Council publications and/or report.

I/ We further declare that this Report has been submitted with the full knowledge and agreement of the management group / organisation and that I / we have the delegated authority to sign this document.

Name	
Position held	
Date	

## Checklist

To ensure you comply with the requirements of this Report, please use this checklist and tick all boxes to indicate completion of all aspects of the Report.

- Answered all questions in this Acquittal Report.
- Attached copies of any photos, promotional material and press coverage received.
- Signed the declaration at the end of this Report.

*You must return this completed Acquittal Report to DRC within 60 days of the event's completion. Future funding support will not be provided if previous events are not acquitted.*