

# FI12.3 Waiver of Fees and Charges



FIN/130

December 2017

Corporate and Community Services

## Waiver of Fees and Charges Application Form

Applicant	
<b>Name of organisation</b>	
<b>Contact person</b>	
<b>Postal address for correspondence</b>	
<b>Phone</b>	(b/h) (mob)
<b>Email</b> (will be used for funding remittance)	
<b>Website address</b>	
<b>ABN</b> (if applicable)	
<b>Registered for GST</b> (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Type of organisation</b>	
Activity / Event Details	
<b>Type of activity or event</b>	
<b>Name of activity or event</b>	
<b>Event location / venue</b>	
<b>Event date/s</b>	
<b>Will revenue be generated as a result of the activity or event</b>	<input type="checkbox"/> Yes <input type="checkbox"/> \$500 Expected revenue:
<b>Are all workers associated with the activity or event working in a voluntary capacity?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No % of volunteers
<b>What is the fee / charge that you are requesting be waived?</b>	

FI12.3 WAIVER OF FEES AND CHARGES

### Reason for the request

### Bank details

Account name

BSB number

Account number

Account holders signature

### Declaration

I, \_\_\_\_\_ confirm that all of the information contained within application is true and correct and submit it to the Shire of Augusta Margaret River with a copy of the receipt showing payment in full for the fee / charge for consideration.

Name:

Position:

Signature:

Date:

### Shire Office Use Only

#### Authorised officer under the Instrument of Delegation Number 8

Is 50% of the fee or charge paid over \$3,000  No  Yes\* – Report to Council required

Approved

Declined - Reason:

Invoice total:

Percentage of fee waiver approved (up to 50%): Total of the fee / charge waiver:

Income budget COA/Job:

If yes, Ordinary Council Meeting date (i.e. OM20171213):  
Outcome of the Council decision (i.e. OM2017/xxxx):

Stamp of Authorised Officer

Signature

Date

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