



GRANT ACQUITTAL AND REIMBURSEMENT FORM – TELEVISION TRANSITION

Important Information

This acquittal form must be completed after approved works have been completed under the Television Transition Redeemable Grant Program.

- Submission of this form is required for grant reimbursement.
 - All required documentation must be attached.
 - Acquittals must be submitted no later than 20 June 2027.
 - Incomplete or late acquittals may result in non-payment.
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Part A – Applicant Details

Applicant Name (as per application): _____

Property Address: _____

Phone Number: _____

Email Address: _____

Grant Application Reference (if known): _____

Part B – Description of Completed Works

Please describe the works completed under this grant (e.g. satellite dish installed, VAST set-top box connected, purchased stream enabling hardware):

Date works were completed: ____ / ____ / ____

Part C – Contractor and Supplier Details

Is the contractor or supplier based within the Quilpie Shire? ☐ Yes ☐ No

If No, has evidence been provided demonstrating attempts to engage a local supplier or contractor?

☐ Yes ☐ No ☐ Not applicable



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Part D – Financial Acquittal

Please list all invoices being claimed for reimbursement.

Invoice Number	Invoice Date	Description	Amount (incl. GST)
			\$
			\$
			\$
Total Amount Claimed			\$

Reimbursement Type

☐ EFT/Bank Transfer (Complete new supplier form) ☐ Cheque ☐ Buy Local Card

Required Attachments (tick to confirm)

- ☐ Itemised tax invoice(s) marked paid in full
 - ☐ Proof of payment (receipt, bank statement, or EFT confirmation)
 - ☐ Evidence regarding Buy Local requirement (if applicable)
 - ☐ Quilpie Shire Council New Supplier / Creditor Form
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Part E – Applicant Declaration

I declare that:

- The works described in this acquittal have been completed in accordance with the Grant Guidelines
- The expenses claimed directly relate to eligible works
- The invoices and proof of payment provided are true and correct
- I understand that providing false or misleading information may result in recovery of funds

Applicant Signature: _____

Date: ____ / ____ / ____



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Part F – Council Use Only

Acquittal Received Date: _____

All documentation complete: ☐ Yes ☐ No

Eligible expenditure verified: ☐ Yes ☐ No

Approved Reimbursement Amount: \$

Payment Authorised: ☐ Yes ☐ No

Officer Name: _____

Officer Position: _____

Officer Signature: _____

Submission Details

Completed acquittal forms and supporting documentation must be submitted via:

- Email: admin@quilpie.qld.gov.au
- In person or by post to:

Quilpie Shire Council

Attn: Corey Richards

Deputy Director Community & Business Development

50 Brolga Street

Quilpie QLD 4480

Reimbursement will be made via electronic funds transfer following verification and approval of this acquittal.