

BUSINESS ASSISTANCE GRANT PROGRAM

AQUITTAL FORM



The Business Assistance Grant Program provides financial assistance to local businesses for projects that improve presentation, enhance streetscape appeal, and support safe and welcoming environments in the Shire of Corrigin.

OBJECTIVES

- Support local businesses to grow and reinvest in the Shire of Corrigin
- Enhance the visual appeal and functionality of business premises through shopfront improvements
- Activate public-facing spaces to create vibrant, welcoming areas for residents and visitors
- Contribute to a thriving local economy and improved town amenity

Please complete all sections of this form and submit to the Shire of Corrigin via email (shire@corrigin.wa.gov.au) or in person at the Shire Administration Office. This form must be completed and submitted within 30 days of project completion, along with proof of expenditure and supporting documentation (receipts/invoices, photos).

APPLICANT DETAILS

Business Name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	

PROJECT DETAILS

Describe how the grant funds were spent:

Additional information may be attached on a separate sheet if required.

Describe how the project benefited the chosen priority area, including any improvements to safety, visibility, or activation of the space:

Additional information may be attached on a separate sheet if required.

How did you acknowledge the Shire of Corrigin's contribution? Attach evidence (e.g., photos, social media posts):

Additional information may be attached on a separate sheet if required.

RISK DETAILS

Was there any risks identified?

How did you overcome them?

BUDGET DETAILS

Grant Amount Approved: _____

Total Funds Spent: _____

Unspent Funds (if any): _____

Income

Source	Amount (ex GST)

Expenditure

Item	Supplier	Amount (ex GST)

Additional information may be attached on a separate sheet if required.

ATTACHMENTS CHECKLIST

- Receipts or invoices for all expenditure
- Photographs of completed works
- Evidence of acknowledgment (e.g., signage, social media)
- Provide an invoice to the Shire of Corrigin for the approved funding amount. If you did not use the full amount, only invoice what was spent.

DECLARATION

- I declare I am authorised to submit this acquittal on behalf of my organisation.
- I declare the information provided is true and correct.
- I have attached all required supporting documentation.
- I understand false or misleading statements may disqualify the organisation from future funding.

Name: _____

Position: _____

Signature: _____

Date: _____