## Festivale and Evente Sba`ea&Z[b Program Acquittal Report



Lodge Applications at Ballina Shire Council 40 Cherry Street Ballina (Mon-Fri 8.15am to 4.30pm) mail PO Box 450 Ballina 2478 • f 02 6681 1375 • e council@ballina.nsw.gov.au t #%" " 864 444 • w ballina.nsw.gov.au • abn 53 929 887 369

This Acquittal Report is a written overview of your event outcomes including the statistical and financial information. This information assists Ballina Shire Council to evaluate its financial investment and provides information that will assist your organisation and Council in future tourism and marketing plans.

Please return this completed Acquittal Report to Council within 6 weeks of the event's completion.

Future funding support may be declined if previous events are not acquitted. Non acquittal could also jeopardise the remaining payment of your approved funding total.

If you are having difficulties meeting the acquittal deadline or need assistance, please contact the General Manager's Group on #%" \* ( & &&& and discuss the circumstances.

Applicant Detai	ils
Organisation Name	
Event Name	Event Date
Contact Person	Position
Address	
Phone	Mobile
Email	
Event Details	
1. Provide a brief (this may be used b	description of your event y Council for any internal and external documents or promotions)

2	. How many people attended your event?	
3.	How did the event contribute to or benefit the local Please provide evidence eg promoted a particular or groups.	al community? community partnership, raised funds for a local organization, involved local communi
4.	Please outline your key performance indicators and	d how well you achieved them.
_ 5.	Give details of any other information not covered a	above, including any unexpected outcomes.
	These may be positive or negative outcomes that may	y assist in guiding future events.

Financial Report  Income  Description  Sash Applicants contribution  Ballins Shive Council support  Grants Sponsorship  Toket Sales  Merchandise  Ditter  Total Income  Expenditure  Description  Council Funding Cash Sinsurance  Expenditure  Description  Council Funding Cash Sinsurance  Entertainment (rides and activities) Infrastructure (stage/marquee/decorations)  Waster management and toilets  Venue Hire  Deterring  Marketing and promotion  Salances  Approvals  Administration  Other  Total Expenditure  In Kind Support  In Kind Support  In Rind					e with your report. Pl	ease separate paid advertising fror
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	In-Kind Support Contribution				2. 23. 11000 10001100 11	

Total \$

9. What plans u	o you nave to turt	mer develop and gr	ow your event?				
10. Please give	details of possible	e new revenue strea	ams for your eve	ent in the future	).		
11. Did you app	ly to any other ex	ternal agencies for	funding for your	r event?			
Yes	ı	No					
If yes, please give	details of any suc	cessful or unsuccess	sful funding appli	cations.			
Declaration							
I/we certify that, to	o the best of my/or	ur knowledge, all the	information in th	nis Acquittal Rep	oort is correct.		
I/we grant permis	sion for Ballina Shi	re Council to include	details provided	I in this report in	any relevant pub	lications and/or rep	orts.
I/we grant permis	sion for Ballina Shi	re Council to include	the enclosed ph	notographs in an	ny Council publica	ations and/or reports	S.
I/we further declar and that I/we have	are that this report e the delegated au	has been submitted thority to sign this do	d with the full kn ocument.	nowledge and aç	greement of the	management of the	e group/organisation
Name			F	Position/Title			
Signature				Date			
SUBMIT FO	RM						

ballina shire council