



# Goolawah Cooperative Limited

## Work Claim Form

At the General Meeting on 4 April 2015 the following resolution was passed:  
 "Work Claims to be applied at an hourly rate of \$10 regardless of whether applied to the Work Levy or Annual Levy commencing 1 July".  
 This makes it possible to use a much simpler claim work claim form.

This form contains fillable form fields to make it easy to correctly and legibly complete and send for validation. Please (1) save it on your computer, (2) open it with free Adobe Reader or Nitro Reader, (3) fill in the details, (4) Save the changed form with a new name, (5) email it to [gool.treas@gmail.com](mailto:gool.treas@gmail.com). Alternatively you can print it and complete it manually. If you choose this option please write legibly!

Follow these links to download the latest version of [Adobe Reader](#) or [Nitro Reader](#)

Share Name			Share Nos:		Hourly Rate
Claim Date:					
Date Worked	Description of work.	Category	Hours (Decimal)	Value	
Please use a separate sheet if necessary. Add total here >					
TOTAL CLAIMED					

Values in this column will be calculated automatically if you have a compatible pdf reader

Validation by treasurer						
# of shares held	Annual Max \$ WL and AL	Prev. Claims This Year	Forward from Prev. Years	Available to claim	Validated for this Claim	Date Validated

Approved at meeting (date):

- Only work on the Goolawah approved jobs list is eligible to be claimed.
- Only work performed in the 3 months preceding the claim is eligible to be claimed.
- Claims will only be accepted if submitted on this form.
- Claims must be validated by the treasurer BEFORE being submitted to a meeting for community approval.
- Claims that don't meet accepted guidelines may be rejected and returned to the originator for revision.
- The maximum you can claim in any one year is the Work Levy and Annual Levy for each share you own (maximum 3 shares) (WL \$180.00 plus AL \$500.00 = \$680.00)
- Work claims cannot be applied to future years' levies.
- Levies must be claimed within 3 months of the work being done.