



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!

<b>Share Name</b>	paul martin	<b>Share Nos:</b>	25	<b>Hourly Rate</b>
<b>Claim Date:</b>	April	<b>Site Nos:</b>	25	10.00
<b>Date Worked</b>	<b>Description of work.</b>	<b>Category</b>	<b>Hours (Decimal)</b>	<b>Value</b>
12/4/17	Fixing fire trailer hose leak		2	20.00
April	Change oil, change fuel filter, make new nozzils		4	40.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
	Please use a separate sheet if necessary. Add total here >			0.00
<b>TOTAL CLAIMED</b>			<b>6.0</b>	<b>60.00</b>

Notes/comments
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Clear Form

- 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.

Form version: 2016

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