

Work Claim Form



Submit Work Claim to Treasurer at least 10 days prior to General meeting gool.treas@gmail.com

Only work on the attached Approved Work List is claimable.

Work Claims may be applied at \$10 per hour to the Work Levy (WL) or the Annual Levy (AL).

Maximum claimable annually is WL \$180 + AL \$625 = \$805 per share

Work Claims must be submitted on this form within 3 months of completing work.

Claims must be validated by the treasurer BEFORE being submitted to a General Meeting for approval.

Work claims cannot be applied to future years' levies.

Treasurer's Validation						
# shares	Annual Max	Prev. claims this year	Forward from prev. years	Available to claim	Validated for this claim	Date Validated

Approved Work List

Work not listed requires General Meeting approval

	Category
A. Land Management	
1. Slashing and mowing community areas	A1
2. Weed & feral animal eradication	A2
3. Brush cutting community areas	A3
4. Clearing large branches and trees to facilitate slashing	A4
5. Clearing fence lines	A5
6. Fuel reduction	A6
B. Building and Maintenance	
1. Road maintenance	B1
2. Machinery maintenance	B2
3. Community kitchen area	B3
4. Community trees and gardens	B4
5. Community projects	B5
C. Administration	
1. Committee business Note: attendance at committee meetings is not claimable	C1
2. Website Administration and Gazette	C2
3. Reviewing and producing meeting minutes	C3

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Work Claims may be applied at 10 per hour to the Work Levy (WL) or the Annual Levy (AL).

Maximum claimable annually is WL 180 + AL 625 = 805 per share

Work Claims must be submitted on this form within 3 months of completing work.

Claims must be validated by the treasurer BEFORE being submitted to a General Meeting for approval.

Work claims cannot be applied to future years' levies.

Name/s:	Rose Maher	Site Number:	55	
Date lodged:	30/9/22	Approval date General Meeting:		
Date/s Worked	Description of work	Category	Hours	Amount
e.g. 10.9.21	Membership work	C 1	3	30.00
9/10/21	Minutes + filing	C 3	3	30
11/12/21	Minutes + filing	C 3	3	30
12/2/22	Minutes + filing	C 3	3	30
9/4/22	Minutes + filing	C 3	3	30
11/6/22	Minutes + filing	C 3	3	30
13/8/22	Minutes + filing	C 3	3	30
		Total claimed	18	\$180
Notes				

Treasurer's Validation						
# shares	Annual Max	Prev. claims this year	Forward from prev. years	Available to claim	Validated for this claim	Date Validated
1	805	0		805	180	1/10/2022



Goolawah Cooperative Limited

Work Claim Form 2016/17

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
 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 of 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.