**This document must be on your organisation’s letterhead.**

 **DECLARATION**

**We (the undersigned) declare, to the best of our knowledge, that:**

1. [insert name of person completing online application] has the authority to make this application on our organisation’s behalf.
2. All the information presented in this application about the applicant organisation and the specific proposal/project for which grant funds are requested is true and correct.
3. This application has not been completed by a person who has any management or ownership interest in a Pub Charity Limited venue that hosts gaming machines ("a gaming machine venue key person").
4. If our application is successful, the person or people who decide how the grant money is spent will not be Pub Charity Limited gaming machine venue key persons.
5. If our application is successful, a check will be undertaken and no payment will be made from the grant money to any Pub Charity Limited gaming machine venue key person for any goods or service.
6. The person completing this application is not a member or employee of the organisation providing the services or goods for which funding is sought.
7. This application includes complete information relating to other sources of funding that our organisation has received, been pledged, applied for, or intends for future application for this project.
8. All prices and quotes included in this application represent the actual costs that will be incurred by our organisation.
9. We have read, understood and will comply with the full terms and conditions, including Pub Charity Limited’s accountability and audit requirements, relating to the online application for which this declaration is submitted. We also agree to participate in, at our organisation’s own expense, any inspection or audit by the Department of Internal Affairs if the Department so requests.
10. We have the authority to sign this declaration on behalf of the applicant organisation .

Signed By:

|  |  |
| --- | --- |
| The Secretary (or executive member) of the applicant organisationSignature……………………………………………………………. | Another executive member of the applicant organisationSignature……………………………………………………….. |
| Print the full name of the above memberName……………………………………………………………….. | Print the full name of the above memberName…………………………………………………… |
| Date……………………………………………… | Date…………………………………………….. |

Please visit our website [www.pubcharitylimited.org.nz](http://www.pubcharitylimited.org.nz) for further information on our donations criteria and advice on making an application.