

Application for Reimbursement

SALA ARTIST REGISTRATION FEE SUBSIDY SCHEME 2019

SALA Artist Registration Fee Subsidy

This scheme acknowledges the role that artists and local venues play in the cultural life of the city of Onkaparinga. Subsidies of \$120 are available to assist individuals and groups with the cost of registering for the SALA Festival.

SUBSIDIES WILL BE PROVIDED:

- to artists who are residents of the City of Onkaparinga who are exhibiting either in or outside of the council area
- for costs associated with registrations for SALA, up to \$120
- to the first 30 applications received

ARTISTS ARE REQUIRED TO

- firstly register for SALA via the SALA website by the closing date of Monday 13 May 2019
- pay the relevant fee to SALA
- fill out the adjacent form including the Electronic Fund Transfer information
- fill in a Statement by a Supplier form, if not a holder of an Australian Business Number (ABN)
- attach a copy of their SALA registration receipt
- display the City of Onkaparinga 'supported by' logo on exhibition promotional material acknowledging the support, to be provided

ADDITIONAL INFORMATION AND KEY DATES

- applications will be dated in order of receipt and no correspondence will be entered into
- multiple applications may be considered
- subsidies will only be provided for costs associated with registrations for SALA 2019
- applications for the council subsidy close Monday 27 May 2019
- notification of application approval will be by Friday 7 June 2019
- the reimbursement will be processed according to council's payment procedure timeline

CHECK YOUR APPLICATION CAREFULLY.

Late or incomplete submissions will not be accepted.

For your application to be considered all relevant information must be included along with accompanying forms and a copy of your SALA receipt.

Completed forms due by **COB Monday 27 May 2019** via:

Email: mail@onkaparinga.sa.gov.au

Submission checklist

- SALA registration receipt attached
- ABN Statement by a Supplier form (if applicable)

Application Form

First name

Surname

Postal address

.....

Daytime contact number

Email

SALA Receipt Number

Title of event
(Please attach a copy of your receipt to this form)

Location of event

ABN

Taxation status (tick applicable)

Registered for GST Not registered for GST

Please note: if you do not have an ABN a Statement by a Supplier form must be filled in.

Electronic Fund Transfer Details

Account Name

Financial Institution

BSB no.....Account No

Agreement and conditions

I/We hereby agree for all payments by the City of Onkaparinga to be made by way of Electronic Funds Transfer to the above account.

Payment will be deemed to have been made when the City of Onkaparinga has instructed its bank to credit the above account. The City of Onkaparinga will not be responsible for any delays in payment or errors due to factors outside its control, including delays or errors in the banking system, or errors in account details supplied.

City of Onkaparinga reserves the right to suspend the EFT payment system and pay by cheque.

The recipient agrees to repay the City of Onkaparinga any payments credited to the recipient in error. The City of Onkaparinga reserves the right to offset any amount paid in error against future payments.

Authorisation (by bank account holder)

Name

Signature.....Date.....

*Please add your name to the subject line when sending your email and attach any files when submitting the form.