

Important Information

Financial Information

If completed, please provide a copy of the following documentation:

- full financial statements for all entities *
- full partnership / company and / or trust tax returns for all entities *
- Individual tax returns for each partner/director/trustee associated with your enterprise. A “Notice of Assessment” or “Taxation Estimate” is not sufficient. *

** If your financial statements have not been completed please provide us with a print out of your cashbook figures. (Profit & Loss report from your computer system)*

Please note that if you don't have an electronic copy of your financial statement and tax returns, please ask your accountant to email a copy to us.

Natural Disaster/ Exceptional Disaster Assistance Loan

If you have a Natural Disaster/ Exceptional Disaster Assistance Loan and this is your first review, you must provide evidence that funds have been expended for the loan purpose. Please attach copies of invoices and bank statements/cheque butts for at least **80%** of funds approved

Drought Concessional Loan/Drought Recovery Concessional Loan

If you have a Drought Concessional Loan or a Drought Recovery Concessional Loan and this is your first review, you must provide evidence that funds provided for Operating Expenses or Drought Recovery & Preparedness Activities have been expended for that purpose. As this is a Commonwealth Scheme we are required to audit 100% of the funds. Therefore, please attach copies of invoices and bank statements/cheque butts for **all** of the funds approved for these purposes.