**WESTERN AUSTRALIA**

**OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005**

**STATUTORY DECLARATION**

**I, of, occupation**

*{name, address and occupation of person making declaration}*

**sincerely declare as follows:-**

1. The expenditure of the grant is in accordance with the applicable Screenwest Travel Assistance – Business & Marketing Guidelines and the Screenwest Terms of Trade.

2. The expenditure of the grant **is in accordance with** the budget set out in the grant agreement and/or letter of offer in relation to the grant, subject to any variance in the budget approved in writing by Screenwest.

OR (please delete incorrect statement for #2)

The expenditure of the grant **is less than** the budget set out in the grant agreement and/or letter of offer in relation to the grant, and I have provided an accurate updated budget in my Acquittal Form. I understand that unused funding will need to be returned to Screenwest if previously received, or lapsed.

3. If requested I/we can promptly provide valid and complete evidence of the expenditure declared in this document to the standard required by the Australian Taxation Office for deductible business expense records.

4. I am aware that I will be liable to imprisonment should I know this statement to be false in any material particular.

**This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.**

**This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005**

**At**

*{place}*

**On**

{date}

**in the presence of -**

....................................................................

*{Signature of authorised witness}*

*{Name of authorised witness and qualification as such a witness}*

**by**....................................................

*{Signature of person making the declaration}*

**\*Important: This Declaration must be made before any of the following persons:-**

Lawyer

Local government CEO or deputy CEO

Local government councillor

Loss adjuster

Marriage Celebrant

Member of Parliament

Minister of religion

Nurse

Optometrist

Patent Attorney

Physiotherapist

Podiatrist

Police officer

Post Office manager

Psychologist

Public Notary,

Public Servant (State or Commonwealth)

Real Estate agent

Settlement agent

Sheriff or deputy Sheriff

Surveyor

Teacher

Tribunal officer

Veterinary surgeon

Academic (post-secondary institution)

Accountant

Architect

Australian Consular Officer

Australian Diplomatic Officer

Bailiff

Bank Manager

Chartered secretary

Chemist

Chiropractor

Company auditor or liquidator

Court officer (magistrate, registrar or clerk)

Defence Force officer

Dentist

Doctor

Electorate Officer (State – WA only)

Engineer

Industrial organisation secretary

Insurance broker

Justice of the Peace (any State)

**Or**

**any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.**

Full descriptions of these professions are available at:

<http://www.courts.dotag.wa.gov.au/_files/Professions_witness_statutory_declarations.pdf>

Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing {Schedule 2, item 231 of the Commonwealth Statutory Declarations Regulations 1993}.

Further information on witnessing documents is available at [www.dotag.wa.gov.au](file:///%5C%5Cdcaslfp03%5Cnewcommon%24%5Cscw%5CFolders%5CCommon%5CGUIDELINES%20%26%20SW%20POLICIES%5CGUIDELINES%5CDRAFT%20Guidelines%20%26%20Forms%5CProduction%5CEPC%5Cwww.dotag.wa.gov.au)