



In-Principle Building Application Part A

Form: F14
Part: A
Issue: 5
Date: 01/16

1. Applicant Information

Formation _____

District _____ Region _____

Contact _____ Mob/Email _____

2. Description of the Proposed Project

Title _____

Description _____

Location _____

3. Land

Is the Title: Freehold or Lease or Trustee (please circle as appropriate)

Yes No

Do you have approval from the Land Owner? (Please provide letter of approval)

Local Council _____

4. State Reasons Justifying the Need for this Project

5. Plans

Plans and specifications of the proposed Project are Attached To be Forwarded

6. Costs

Costs to complete the project – All quotes should be attached. \$ _____

7. Project Funding

Group Funds for this Project, in hand now (Please attach Bank Statement) \$ _____

Gambling Community Benefit Fund \$ _____

Other Grants/
Donations _____ \$ _____

Total Budgeted Funds – (this must cover your total project costs) \$ _____

8. Required Documents

The current years Property Return sent to the Branch Support Office	Yes <input type="checkbox"/>	No <input type="checkbox"/>
The current years Financial Return sent and confirmed Completed by Branch Support Office	Yes <input type="checkbox"/>	No <input type="checkbox"/>

9. Formation Signatures

Signature – Formation Chairman/Secretary _____ Date: _____

Signature – Formation Leader _____ Date: _____

10. For Use by District Only

The Project above is fully justified, means of funding is Satisfactory and is endorsed by the District.

Executive of _____ District				
Is this formation viable?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Is this formation financial?	Yes <input type="checkbox"/>
				No <input type="checkbox"/>

Comments: _____

District Commissioner Signature: _____ Date: ____ / ____ / ____

11. For Use by Region Only

The Project above is fully justified, means of funding is Satisfactory and is endorsed by the Region.

Executive of _____ Region				
Is this formation viable?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Is this formation financial?	Yes <input type="checkbox"/>
				No <input type="checkbox"/>

Comments: _____

Region Commissioner Signature: _____ Date: ____ / ____ / ____

12. For Use by Branch Support Office Only

APPROVED / NOT APPROVED in principle by General Manager:

Signature: _____ Date: ____ / ____ / ____

Comments: _____

APPROVED / NOT APPROVED in principle by Chief Commissioner:

Signature: _____ Date: ____ / ____ / ____

Comments: _____

13. F14 – Part A CHECKLIST

Following items have been confirmed:

- Gained approval from Land Owner
- Identify funding if needed e.g. Grants
- Current years Property and Financial Returns have been received and processed at Branch Support Office.
- Signatures on F14 – Part A form:
 - Formation Chairman/Secretary
 - Formation Group Leader
 - District Commissioner
 - Region Commissioner

The following documents attached to F14 – Part A Form:

- F14 – Part A Form
- Land Owner Approval Letter
- Plans and Specifications
- All Quotes
- Bank Statement (proof of available funds)