

21 November 2025

<title> <first name> <last name>
<position>
<organisation name>
<organisation postal address 1>
<organisation postal address 2>
<organisation postal address 3>
ABN XXXX

Dear <title> <first name> <last name>,

GRANT AGREEMENT

I am pleased to advise that the application submitted by <organisation name> ABN <organisation ABN> (“**Business/you**”) dated <insert date> for an Algal Bloom Event Support Fund grant (“**Application**”) has been approved for an amount of \$<insert amount> (plus GST if applicable) (“**Grant**”).

As outlined in your Application and the Algal Bloom Event Support Fund Program Guidelines (“**Guidelines**”), upon receipt of this letter, you become a party to this grant agreement (“**Agreement**”). Should there be any changes in your circumstances rendering you unable to proceed with your project, please notify us immediately.

This Agreement constitutes a legally binding agreement between the Business and the South Australian Tourism Commission (ABN 80 485 623 691), a statutory corporation established pursuant to the *South Australian Tourism Commission Act 1993* (SA) (“**Commission/we**”).

The following documents will together make up the Agreement:

- this Letter of Agreement;
- Grant Details (Attachment 1);
- Grant Terms and Conditions (Attachment 2);
- Special Conditions (Attachment 3) (if any);
- Acquittal Form (Attachment 4);
- Payment Schedule (Attachment 5);
- Reporting Requirements (Attachment 6);
- Your Application; and
- The Guidelines applicable on the date of your Application submission.

If you have any queries regarding this Agreement, please do not hesitate to contact the SATC Events team via esa@sa.gov.au.

Yours Sincerely

Hitaf Rasheed
Executive Director – Events

Enclosed. **Attachment 1: Grant Details**
 Attachment 2: Grant Terms and Conditions
 Attachment 3: Special Conditions
 Attachment 4: Acquittal Form
 Attachment 5: Payment Schedule
 Attachment 6: Reporting Requirements

South Australian Tourism Commission

Level 9, 250 Victoria Square, Adelaide South Australia 5000 | GPO Box 1972 Adelaide SA 5001

T 08 8463 4500 | F 08 7421 0200 | E tourism@sa.gov.au | southaustralia.com | **ABN 80 485 623 691**

Attachment 1 - Grant Details

Item 1	Business	<insert name> <insert ACN> <insert address> Where trustee: <insert name of trust>
Item 2	Business's ABN	Business has an ABN: <Yes/No> <insert ABN > Registered for GST: <Yes/No> Business registered as a charity: <Yes/No> <insert ACNC>
Item 3	Commencement Date	The date of this Agreement
Item 4	Expiry Date	60 days from completion of the Event
Item 5	Contact Persons	Commission: <insert contact details> Business: <insert contact details>
Item 6	Purpose	The Algal Bloom Event Support Fund (ABESF) is an initiative of the Commission to support tourism and community resilience in areas impacted by South Australia's algal bloom crisis (Grant). The objectives of the ABESF are to stimulate visitation, drive economic recovery, and foster community connection in affected coastal and metropolitan areas. This Grant is provided by the Commission to support the successful delivery of the <insert event name> ("Event").
Item 7	Reports and Meetings	Reports: The Business must provide the Reports on the due dates referred to in Attachment 6 – Reporting Requirements. Meetings: The Parties will meet at the times as agreed in writing between them to discuss any issues in relation to the use of the Grant for the Project.
Item 8	Grant Amount	\$<insert> (plus GST if applicable), with the following breakdown of the Grant Amount: <insert breakdown proposed in Application i.e. marketing and/or event delivery>
Item 9	Other Contributions	Not Applicable

Item 10	Payment Details	As per Attachment 5 – Payment Schedule
Item 11	Tax Invoice Issuing Party	☐ Commission ☒ Business
Item 12	Grant Reconciliation Date(s)	<insert date(s)>
Item 13	Insurances Public & Products Liability Insurance	No less than \$20,000,000
Item 14	Notice Period for Termination for Convenience	30 days
Item 15	Form of Funding Acknowledgement	The Business must acknowledge the financial support of the Government of South Australia in all promotional material, public announcements, and media related to activities funded by the Grant (" Grant Publicity "), using wording, branding and logo approved by the Commission in writing.

Attachment 2 - Standard Terms & Conditions

AGREED TERMS

1. TERM

- 1.1 This Agreement commences on the Commencement Date and continues until the Expiry Date, unless terminated earlier.

2. CONTACT PERSONS

The persons named in Item 5 of Attachment 1 as the Contact Persons are the first point of contact between the Parties and are responsible for overseeing the effective administration of the Agreement including variations and extensions.

3. APPLICATION OF GRANT

The Business must use the Grant solely for the Purpose.

4. FUNDING AND INVOICING

- 4.1 The Business may invoice the Commission for payment in respect of the Grant after the Commencement Date.
- 4.2 The Commission will pay the Grant in the amounts and at the times specified in Attachment 1 upon receipt of a Tax Invoice.
- 4.3 The Business must ensure that it can properly account for the Grant received under the Agreement.
- 4.4 If specified in Item 9 of Attachment 1, the Business must contribute a Business Cash Contribution during the Term to be applied toward the Purpose only, and will provide information to the Commission in relation to this contribution as requested from time to time, acting reasonably.

5. DELAY

- 5.1 If the Business becomes aware of the possibility of a delay, which may prevent the Business from discharging an obligation under this Agreement, the Business must promptly notify the Commission in writing of:
- (a) the detail and likely extent of the delay and the Business's proposed strategies to manage the consequences of the delay; and
 - (b) any request for an extension of time where such a request is necessary and reasonable in the circumstances.
- 5.2 Without limiting the discretion to the Commission, the Commission may consent to a request for an extension of time provided that:
- (a) the Business uses its best endeavours to minimise the delay and recover lost time;
 - (b) where requested by the Commission, the Business provides a plan indicating in detail the steps the Business proposes to take to minimise the impacts of the delay; and
 - (c) the Business complies with such other conditions imposed as part of the Commission's consent.

6. GST

- 6.1 Subject to clause 6.2 and 6.3, the Business represents that:
- (a) the ABN shown in Attachment 1 is the Business's ABN; and
 - (b) it is registered under the *A New Tax System (Australian Business Number) Act 1999* (Cth).
- 6.2 If the Business is not registered for GST, then GST must not be charged on supplies made under this Agreement.
- 6.3 If the Business does not have an ABN, it must submit an *ATO Statement by a Supplier* to the Commission otherwise the Commission may be obliged under the *Taxation Administration Act 1953* to deduct a withholding from the Grant and will not be obliged to gross up the Grant or provide any other compensation to the Business.

7. REPAYMENT OF UNEXPENDED FUNDS

- 7.1 At the end of the Term, and unless otherwise agreed by the Commission, if the Business has not expended all of the Grant, it must:

- (a) notify the Commission of the unexpended amount; and
- (b) repay all that amount to the Commission within 30 days of the end of the termination or expiry of this Agreement.

- 7.2 The Commission may, at any time, request that the Business substantiates and provides evidence of expenditure of the Grant.

8. PROVISION OF INFORMATION

- 8.1 The Business must keep all records (including original receipts and invoices) relating to the conduct and management of the Purpose, and necessary to provide a complete, detailed, up-to-date, and accurate record and explanation of:
- (a) progress of the Purpose; and
 - (b) the application of the Grant.
- 8.2 The Business must provide those reports and other documents and must attend meetings, as specified in Item 7 of Attachment 1.
- 8.3 If the Commission reasonably suspects that the Grant is not being used for the Purpose, it may request additional information from the Business.
- 8.4 The Business must immediately inform the Commission in writing of any significant changes to the nature and/or scope of the activities conducted by the Business which would impact on the Purpose under this Agreement.

9. FINANCIAL REPORTING AND AUDITING

- 9.1 The Business must provide an acquittal in relation to the expenditure of all funds under this Agreement using the form in Attachment 4:
- (a) certifying that the Grant has been properly spent, in accordance with the requirements of the Agreement;
 - (b) signed by two persons authorised by the Business's board of management (or equivalent); and
 - (c) within three months of the end of each Financial Year during the Term or other dates as may be specified in Item 12 of Attachment 1 ("**Grant Reconciliation Date(s)**").
- 9.2 The Business agrees that the Commission may direct that the financial accounts of the Business be audited at the Commission's cost, and the Commission may specify the minimum qualifications that must be held by the person appointed to conduct the audit.
- 9.3 If the audit discloses that the Business has applied the Grant for a purpose other than the Purpose then the Business will be required to reimburse the Commission the costs of the audit and clause 18.1 will apply.

10. INSPECTION

- 10.1 The Business must allow any officer or person authorised by the Commission on the giving of reasonable notice in writing, to enter the premises of and to inspect the operations of the Business (including equipment, premises, accounting records, documents and information) and interview the Business's personnel on matters pertaining to the operations and reporting obligations of the Business under this Agreement. The purpose of this right is to ensure that the Business can substantiate that the Grant has been expended for the Purpose.
- 10.2 If the Commission invokes its right of inspection as set out in clause 10.1, the Parties will co-operate to ensure that suitable limitations are in place to respect the Business's Confidential Information and commercially-sensitive information and its privacy obligations.
- 10.3 For the purposes of clause 10.1, "reasonable notice" is considered five (5) business days unless the request is urgent, in which case the Commission will provide at least 48 hours' notice.

11. INTELLECTUAL PROPERTY RIGHTS

- 11.1 Nothing in this Agreement affects the ownership of Intellectual Property Rights created before the Commencement Date.
- 11.2 The Business grants the Commission and the State of South Australia (including its emanations, agencies, and instrumentalities) a non-exclusive, perpetual, royalty free licence to use any intellectual property created as part of the Purpose.
- 11.3 The Parties acknowledge and agree that:
- (a) all Intellectual Property Rights in the reports or other information required to be delivered to the Commission under this Agreement in relation to the application of the Grant and the Business's carrying out of the Purpose shall vest absolutely in the Business at the time of its creation (**Reports IP**); and
 - (b) the Business grants to the Commission and the State of South Australia (including its emanations, agencies and instrumentalities) a non-exclusive, perpetual, royalty free licence to use the Intellectual Property Rights in the Reports IP for the purpose of this Agreement and for any other Governmental purpose.

12. CONFIDENTIAL INFORMATION

- 12.1 Subject to this clause 11.1, neither Party may disclose any Confidential Information belonging to the other Party except as genuinely and necessarily required for the purpose of this Agreement.
- 12.2 A Party may disclose Confidential Information belonging to the other Party:
- (a) to an employee, agent or adviser of that Party, on a "need to know" and confidential basis;
 - (b) as required by law or a court order;
 - (c) in accordance with any Parliamentary or constitutional convention;
 - (d) for the purposes of prosecuting or defending proceedings.
- 12.3 The Parties may mutually agree to disclose Confidential Information.

13. PRIVACY

- 13.1 The Supplier must comply with the Information Privacy Principles as if the Supplier were an "agency" for the purposes of the Information Privacy Principles in undertaking its obligations under this Agreement including in relation to all Personal Information received, created or held by it for the purposes of this Agreement.

14. PUBLICITY

- 14.1 The Business will acknowledge the Grant in Grant Publicity in the manner specified in Item 15 of Attachment 1.
- 14.2 Subject to clause 14.3, the Business will submit any Grant Publicity to the Commission for written approval with at least 48 hours' notice.
- 14.3 In urgent circumstances, the Commission may provide permission (in its absolute discretion) to proceed with the Grant Publicity without approval of the content, on the condition that the Business provides a copy of the Grant Publicity to the Commission as soon as possible after publication.
- 14.4 The Business will participate in promotional or publicity activity in relation to this Agreement as is reasonably required by the Commission.

15. INSURANCE

- 15.1 The Business must effect and maintain during the Term:
- (a) the insurance specified in Item 13 of Attachment 1 for not less than the amount specified in same;
 - (b) such other insurances as a reasonably prudent and responsible person undertaking the activities of the Business would take out that covers the activities associated with the Purpose.

16. INDEMNITY

- 16.1 The Business releases and indemnifies, and undertakes to keep indemnified, the Commission, the State and its employees from and against any costs, losses, damages, expenses (including legal expenses), liabilities or other outgoings incurred by the Commission or its employees arising out or in respect of the Purpose, or arising out or in respect of:
- (a) any Claim against the Commission, the State, its officers, employees, or agents in relation to any act or omission of the Business, its officers, employees, agents, or related bodies corporate in connection with this Agreement, the Event or the Purpose;
 - (b) the exercise of any Intellectual Property Rights or other rights licensed or granted in accordance with this Agreement, including any Claim that any act in relation to the licensed intellectual property created as part of the Purpose infringes the Intellectual Property Rights of any third party;
 - (c) any negligence, wrongful act or omission or breach of duty by the Business; or
 - (d) any breach by the Business of any of the provisions of this Agreement.
- 16.2 The Business's liability to indemnify the Commission will be reduced proportionately to the extent that the loss or liability indemnified was contributed to by negligence or default by the Business.
- 16.3 Neither party will be responsible for any economic (including loss of business, revenue or profits) or other consequential or indirect loss, damage or cost.
- 16.4 This clause will survive the termination of this Agreement.

17. DISPUTE RESOLUTION

- 17.1 Subject to clause 17.4 a Party may not commence legal proceedings without first referring the dispute to the other Party under this clause.
- 17.2 Either Party may give the other a notice in writing ("**dispute notice**") setting out the details of the dispute.
- 17.3 Within seven days or such other period as may be agreed by the Parties, the Contact Persons must meet and use reasonable endeavours to resolve the dispute.
- 17.4 A Party may seek immediate interlocutory relief or other interim remedy in case of genuine urgency.

18. DEFAULT AND TERMINATION

- 18.1 If the Business does not apply any part of the Grant for the Purpose, or if the Business materially fails to comply with this Agreement at any time, the Commission may upon giving written notice to the Business:
- (a) acting reasonably, require the Business to repay either the whole or a portion of the Grant (whether expended or not) within 14 calendar days of a written demand from the Commission;
 - (b) withhold funds not already paid;
 - (c) withhold future funding from the Business; and/or
 - (d) terminate this Agreement.
- 18.2 The Commission may terminate this Agreement without cause by giving the Business the period of notice specified in Item 14 of Attachment 1.

19. EFFECT OF ENDING THIS AGREEMENT

- 19.1 Any termination or expiry of this Agreement does not affect any accrued right of either Party.
- 19.2 Despite termination or expiry of this Agreement, this clause 19 and clauses 7, 8, 9, 10, 11, 11.1, 13, 16, 18 and those Special Conditions that by their nature remain in force, will survive.

20. CONTRACT DISCLOSURE

- 20.1 The Commission may disclose this Agreement and/or information in relation to this Agreement in either printed or

electronic form, and either generally to the public or to a particular person as a result of a specific request.

20.2 Nothing in this clause derogates from:

- (a) the Business's obligations under any provisions of this Agreement;
- (b) the provisions of the *Freedom of Information Act 1991* (SA); or
- (c) the Department of the Premier and Cabinet circular PC027 on Disclosure of Government Contracts.

21. COMPLIANCE WITH LAWS AND POLICIES

21.1 The Business must comply with the laws in force in the State of South Australia in performing its obligations under this Agreement.

21.2 The Business must comply with any policies notified by the Commission in writing.

22. GOVERNING LAW AND JURISDICTION

22.1 This Agreement is governed by the laws in the State of South Australia.

22.2 The courts of the State of South Australia have exclusive jurisdiction in connection with this Agreement.

23. ENTIRE AGREEMENT

The Agreement constitutes the entire agreement between the Parties in respect of the matters dealt with in this Agreement and supersedes all prior agreements, understanding and negotiations in respect of the matters dealt with in this Agreement.

24. NO ASSIGNMENT

24.1 The Business must not assign, encumber or otherwise transfer any of its rights or obligations under this Agreement without the written approval of the Commission which approval shall not be unreasonably withheld.

24.2 Without limiting the generality of clause 24.1, the Business acknowledges and agrees that:

- (a) the rights and obligations of the Business under this Agreement are personal to the Business and must not be transferred or assigned to any other person or entity; and
- (b) in the event that the Business's assets or liabilities are proposed to be transferred to another legal entity, whether as a result of a Change of Control or otherwise, the Business must prior to any such transfer consult with the Commission and if required by the Commission take steps to ensure that this Agreement is novated to the other legal entity to the satisfaction of the Commission acting reasonably.

24.3 Subject to any contrary legislative intention, the Parties agree that if there is any Machinery of Government Change, this Agreement is deemed to refer to the new entity succeeding or replacing the Commission and all of the Commission's rights and obligations under this Agreement will continue and will become rights and obligations of that new entity.

25. MODIFICATION

No addition to or modification of any provision of this Agreement will be binding upon the Parties unless agreed by the Parties in writing.

26. SEVERANCE

26.1 Each word, phrase, sentence, paragraph and clause of this Agreement is severable.

26.2 Severance of any part of this Agreement will not affect any other part of this Agreement.

27. COUNTERPARTS

This Agreement may be executed in any number of counterparts each of which is taken to be an original. All of those counterparts taken together constitute one instrument. An executed counterpart may be delivered by email.

28. NO FURTHER OBLIGATION

28.1 The Business acknowledges that the Grant represents a one-off contribution by the Commission towards the Purpose, and the Business agrees any request for subsequent funding will require a new application to the Commission. The Commission is under no obligation to agree to pay any subsequent funding to the Business.

28.2 The Business acknowledges the Commission will not be liable to reimburse the Business for any losses or cost over runs that may result from the operation of this Agreement or the carrying out of the Purpose.

29. BUSINESS AS TRUSTEE

29.1 If the Business is acting as trustee of a trust, then in relation to this Agreement:

- (a) the Business is liable both personally and in its capacity as a trustee of that trust;
- (b) it must not assign, transfer, mortgage, charge, release, waive, encumber, or compromise its right of indemnity out of the assets of that trust (but, for the avoidance of doubt, may apply its right of indemnity out of the assets of the trust to any of its liabilities including those arising in relation to this Agreement);
- (c) it must not retire, resign nor by act or omission effect or facilitate a change to its status as the sole trustee of that trust; and
- (d) it represents and warrants that:
 - (i) such trust has been duly established and currently exists;
 - (ii) it is the duly appointed, current and only trustee of that trust;
 - (iii) as trustee it has the power to enter and perform its obligations under this Agreement;
 - (iv) it has an unqualified right of indemnity out of the assets of that trust in respect of its obligations;
 - (v) it either has no conflict of interest affecting it as trustee (and/or its directors, if any) or such conflict is otherwise overcome by the terms of the relevant trust Agreement; and
 - (vi) no breach of the relevant trust Agreement exists or would arise.

30. INTERPRETATION

30.1 In this Agreement (unless the context requires otherwise):

- (a) a reference to any legislation includes:
 - (i) all legislation, regulations and other forms of statutory instrument issued under that legislation; and
 - (ii) any modification, consolidation, amendment, re-enactment or substitution of that legislation;
- (b) a word in the singular includes the plural and a word in the plural includes the singular;
- (c) a reference to two or more persons is a reference to those persons jointly and severally;
- (d) a reference to dollars is to Australian dollars;
- (e) a reference to a Party includes that party's administrators, successors and permitted assigns.

31. DEFINITIONS

In this Agreement:

- (a) "**Acquittal Form**" means a notice of financial acquittal in the form specified in Attachment 3.
- (b) "**Change of Control**" means where, at any time, any person, alone or together with any Company Associate or Company Associates, ceases to, or commences to, directly or indirectly have Control of the Business;
- (c) "**Claim**" means any cause of action, allegation, claim, demand, debt, liability, suit or proceeding of any nature howsoever arising and whether present or future, fixed or unascertained, actual, or contingent or at law

- (including negligence), in equity, under statute or otherwise;
- (d) "**Commencement Date**" means the date specified in Item 3 of Attachment 1;
 - (e) "**Company Associate**" means a related body corporate or subsidiary of the Grantee within the meaning of the *Corporations Act 2001*;
 - (f) "**Confidential Information**" means information which is identified as confidential information by a Party, but does not include this Agreement;
 - (g) "**Control**" has the meaning given to it in section 50AA of the *Corporations Act 2001*.
 - (h) "**Expiry Date**" means the date specified in Attachment 1;
 - (i) "**Financial Year**" means a year commencing on 1 July and ending on 30 June;
 - (j) "**Grant**" means the funds payable under this Agreement specified in Attachment 1;
 - (k) "**GST**" means the tax imposed by the GST Law;
 - (l) "**Intellectual Property Rights**" means all intellectual property rights, including but not limited to:
 - (i) patents, copyright, registered designs, trademarks, know-how and any right to have Confidential Information kept confidential; and
 - (ii) any application or right to apply for registration of any of the rights referred to in paragraph (a), but for the avoidance of doubt excludes moral rights and performers' rights;
 - (m) "**Loss**" means any loss, damage, liability, cost, or expense (including legal expenses on a full indemnity basis) of any kind suffered, incurred, or agreed to be paid by way of settlement or compromise;
 - (n) "**Machinery of Government Change**" means a change to the structure, function or operations of the South Australian Government as a result of any government reorganisation, restructuring or other organisational or functional change;
 - (o) "**Party**" means a party to this Agreement;
 - (p) "**Business Cash Contribution**" means a cash contribution to be applied for the Purpose as set out in clause 4.4;
 - (q) "**Special Conditions**" means the conditions specified in Attachment 3; and
 - (r) "**Term**" means the period specified in Attachments 1 and 2.

32. SPECIAL CONDITIONS

The special conditions (if any) in Attachment 3 form part of this Agreement.

Attachment 3 – Special Conditions

SC 1 NON-DISPARAGEMENT

The Business must not knowingly disparage or otherwise bring into disrepute or harm the Commission or South Australia as a tourist destination, either by engaging in activities, making oral or written remarks or being publicly associated with matters which reflect adversely on the Commission or South Australia as a brand.

SC 2 ANTI-CORRUPTION

1. The Business warrants that it will comply with all applicable anti-corruption laws, including, without limitation, the *Criminal Code Act 1995* (Cth).
2. The Business must not, and must ensure its personnel and agents do not, offer, solicit or accept bribes or other improper payments.
3. The Business must maintain robust systems to prevent and detect corruption.

SC 3 ENVIRONMENTALLY-FRIENDLY PRACTICES

1. The Business will use best endeavours to operate in an environmentally-friendly and sustainable manner whilst discharging its obligations under this Agreement.
2. If requested by the Government Party, the Business will communicate in writing to the Government Party the environmentally-friendly and sustainable practices it has employed in expending the Grant.

SC 4 AUSTRALIAN TOURISM DATA WAREHOUSE (ATDW)

The Business has agreed, at the time of submitting the Application, to register its Business and the Event on the Australian Tourism Data Warehouse (**ATDW**) upon completion of the Application. As such, the Business warrants that it has an ATDW listing for the Event as at Commencement Date of this Agreement.

SC 5 ONE-OFF NATURE OF GRANT

The Business acknowledges that the ABESF:

1. is providing one-off grants for existing events held between 1 December 2025 and 31 March 2026; and
2. will not provide an ongoing funding source for the Event or the Business.

SC 6 AUTHORISATIONS & LICENCES

The Business warrants that it will hold all consents, approvals, accreditations, licences and authorisations from all necessary authorities, including, but not limited to, council permits and liquor licences prior to holding the Event.

Attachment 4 – Acquittal Form

TO: SOUTH AUSTRALIAN TOURISM COMMISSION

Telephone:

Email:

FROM:

Business Body Name

Contact Person for enquiries:

Address:

Contact Email:

Contact Phone:

Email:

Purpose of Grant:

The purpose of the Grant is an initiative of the South Australian Tourism Commission to support tourism and community resilience in areas impacted by South Australia's algal bloom crisis (**Grant**).

The objectives of the Grant are to stimulate visitation, drive economic recovery, and foster community connection in affected coastal and metropolitan areas.

GRANT INCOME AND EXPENDITURE STATEMENT

Grant Amount (a): \$

Grant Expenditure (b): \$

Funds Remaining (a-b): \$

We certify that:

1. The Grant was used for the purpose for which the Grant was provided.
2. All reports were submitted as required or is attached.
3. Copies of paid invoices related to the Grant Amount and financial statements (including receipts) are attached/has been submitted as required by the Agreement.
4. All requirements, reports, and obligations have been met and completed within the terms and conditions of the Grant.

Finance Manager / Accountant:

Authorised Officer / Managing Director:

Signature

Signature

Name:

Name:

Date: / /

Date: / /

Attachment 5 – Payment Schedule

The Business must satisfy the following conditions for payment to the satisfaction of the Commission including satisfying the Payment Tranches in accordance with the table below for each payment tranche:

- (a) Submitted an invoice for the relevant tranche amount in accordance with Attachment 2 and the table below, with invoices being submitted no later than the Due Date (unless otherwise agreed by the Commission in writing); and
- (b) Submitted all Reports and taken all other actions required at or prior to the Due Date (including, but not limited to, financial acquittals and all Reports required at or prior to the Due Date).

The Commission will pay a correctly rendered and undisputed invoice within 15 days of receipt.

Invoice Due Date	Payment Tranches	Amount of Payment (plus GST if applicable)
From the date of receipt of this Grant Agreement	Tranche 1 – 90% of Grant Amount Condition: Payment of 90% of the Grant Amount will be made upon receipt of this Agreement from the Commission, but only once the Commission has received a valid tax invoice from the Business.	<insert>
No later than 45 days Post-Event	Tranche 2 – 10% of Grant Amount Condition: - The final 10% payment of the Grant Amount will be made upon the Commission receiving and accepting the Acquittal Form and accompanying information post-Event. - For the avoidance of doubt, the Commission reserves the right to ask the grant recipient for further information regarding their Acquittal Form.	<insert>
	GST Component (if applicable)	<insert>
TOTAL (including GST if applicable)		<insert>

Attachment 6 – Reporting Requirements

Report Description	Due Dates
Post-Event Report Document to be supplied detailing how the grant funds were expended. A template will be provided post event to support the submission of information.	No later than 45 days Post-Event
Other Any other reports or data pertinent to this Agreement and the Business' performance, adherence to the Agreement and Guidelines, use of the Grant, operational aspects of the Business, the Purpose, Event, and/or any other relevant matters requested by the Commission concerning the Grant allocation.	Any time before the Expiry Date, within thirty (30) days of receiving a request for information from the Commission.