

## APPLICATION FOR FUNDING

Please ensure you read, understand and comply with the General Conditions for Funding, Terms and Conditions sections of this document before filling out the application form. Please note that we do not fund individuals, only organisations.

If you are not a current customer of Community Bank Keilor East, we **highly recommend** you visit our branch and discuss opening an account before applying for funding.

Name of organisation \_\_\_\_\_  
 Amount of funds requested \$ \_\_\_\_\_  
 Plus GST (if applicable) \$ \_\_\_\_\_  
 TOTAL \$ \_\_\_\_\_ Date required \_\_\_\_/\_\_\_\_/\_\_\_\_

### CONTACT DETAILS

Applicant's Name \_\_\_\_\_ Position \_\_\_\_\_  
 Postal Address \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Operational Address \_\_\_\_\_  
 Contact Number \_\_\_\_\_ Alternative Number \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Website \_\_\_\_\_  
 Secondary Contact Person's Name \_\_\_\_\_ Position \_\_\_\_\_  
 Email \_\_\_\_\_ Contact Number \_\_\_\_\_

### ORGANISATION AND BANKING DETAILS

What is the legal status of your organisation? \_\_\_\_\_  
 Incorporation No \_\_\_\_\_ Number of Members / Estimated Beneficiaries: \_\_\_\_\_  
 ABN \_\_\_\_\_ GST Registration YES NO  
 Does your organisation conduct an account with Community Bank Keilor East? YES NO  
 Does your organisation conduct an account with Bendigo and Adelaide Bank? YES NO  
 If answered YES, please provide: BSB \_\_\_\_\_ Account Number \_\_\_\_\_  
 If answered NO, please advise if you are prepared to transfer your organisation's banking to the Community Bank Keilor East? YES NO

#### PLEASE PROVIDE THE FOLLOWING SUPPORTING DOCUMENTATION

- Certificate of incorporation or evidence of support by an incorporated body
- Previous annual report (Minutes of AGM and copy of the Financial Report is sufficient)
- Additional information you feel necessary to support your application

Please sign and date this page \_\_\_\_\_ / /





## GENERAL CONDITIONS FUNDING

- Funding requests are considered on a monthly basis and must be received by 4pm on the last Wednesday of the month.
- The Board of Keilor East Community Financial Services Ltd will treat all applications in confidence however, details of successful applicants may at the Board's sole discretion be made public, but the Board may at their discretion require that any funding be confidential and not be disclosed without the Board's written consent.
- All funding requests must be approved by the Board of Keilor East Community Financial Services Ltd.
- All applicants must be an appropriately Incorporated Body.
- All applicants must provide any further information as requested by the Board.
- Funding is provided to organisations to support their objectives and to provide Community Bank Keilor East with the opportunity to engage with the Organisation's members/staff/supporters.
- Future funding of the Organisation will be based on the amount of extra banking business generated for Community Bank Keilor East by the members, staff and supporters of the said organisation.
- All outcomes of the requests for funding will be notified in writing within 60 days.
- The Board's decision is final, and no further correspondence will be entered into.
- All funding must be used in accordance with the purpose set out in the Applicant's application.
- No funding shall be used for any illegal purpose.
- The applicant certifies that all information provided by the applicant is true and correct.

## TERMS AND CONDITIONS

Should the application be successful, the applicant agrees and authorises Community Bank Keilor East as follows:

- Community Bank Keilor East to use any photographs relating to your funding.
- Community Bank Keilor East may use your organisation's name in conjunction with Community Bank Keilor East's advertising and marketing programs.
- Community Bank Keilor East may add your organisation's name to the funding list for promotion of Community Bank Keilor East.
- To promote Community Bank Keilor East to members/staff/supporters, via newsletters, website, social media, promotional material, banners or signage.
- To distribute the Community Bank Keilor East's promotional materials to members/staff/supporters.
- To share your web/social sites to the Community Bank Keilor East's website.
- To supply a testimonial describing the benefits of the funding support.
- To use the Community Bank Keilor East's logos where applicable (for major funding, may include sporting uniforms, advertising and signage).
- Community Bank Keilor East shall not be liable for any claim or liability which relates to any use of funds provided by Community Bank Keilor East.

**AGREEMENT & SIGNING** - I acknowledge that I have read, understood and agree to the above terms and conditions of Keilor East Community Financial Services Ltd and declare that the information I have supplied is true and correct.

Signed \_\_\_\_\_ Applicant's Name \_\_\_\_\_ Dated / /

Completed applications, a covering letter and all supporting documentation to be emailed to

[zaina@ekcfs.com.au](mailto:zaina@ekcfs.com.au) Or alternatively posted to

Community Bank Keilor East, 53 Wyong Street, Keilor East, VIC 3033

You will receive a confirmation email once the application has been received.