

Club Voucher Lodgement Form

Date Submitted: _____

Club Name: _____

Person Lodging: _____

Lodger's Student ID: _____

Lodger's Role* in Club: _____

**Must be current committee member*

Number of Vouchers: _____

Lodgement Statement:

I hereby verify that all of the information provided above is true and accurate. I further verify that each voucher submitted in this lodgement envelope has been completed in full by a Curtin student who has joined our club. Club vouchers will be re-counted by the Club Officer prior to payment being made. In the case of any discrepancy between the number of vouchers nominated above and the number of vouchers counted by the Club Officer, the Club Officer's count is final. I acknowledge that reimbursement funds will be paid by the Guild via direct transfer into the club's bank account within approximately 1 -3 weeks, using the bank details provided in the club's annual renewal / registration with the Guild this year. I accept that no repayments will be made should these bank details be incorrect or outdated, and understand that it is the club's responsibility to notify the Club Officer immediately in writing (via email) should the club's bank details have changed at any time throughout the year.

Signature: _____

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**RECEIVING GUILD STAFF MEMBER TO COMPLETE
Lodgement Receipt (to be cut off & handed to club)**

Club Name: _____

Date Received: _____

Receiver Name: _____

Receiver Signature: _____

Number of Vouchers (according to club): _____