

VARIATION REQUEST

Request to vary approved grant

Return completed form and supporting documentation to QFES Grants by **30 April 2023**

- Refer to your copy of the *original application* when completing this form.
- Complete this document if seeking a variation to your agreement.
- Include copies of any relevant documentation when submitting (not mandatory).

ID Number

Local Government

SES Unit/Group

Grant Amount
excl GST

Project Title

Variation

☐ Accommodation☐ Vehicle☐ Project Scope

Describe:

☐ Completion Date

Original date:

Revised:

☐ Other

Describe:

Reason for Variation (Please provide a detailed description)

DECLARATION

- I declare that the information provided in this form is true and correct.
- I declare that I have the duly delegated authority to submit this variation on behalf of the Chief Executive Officer and Nominated Officer.

Declaration Officer

☐ By checking this box I hereby agree to the above declaration

Title

First Name

Last Name

Date

Position

Ph

Mobile

Email

QFES USE ONLY

Accepted and Approved

☐ Yes☐ No

Title

First Name

Last Name

Date

Position