

## GRANT AUSPICING FORM

<b>1 Grant recipient details</b> <i>(to be completed by the grant recipient)</i>		
Grant Number:		
Applicant's name:		
Work phone:	Mobile:	
Email:	Website:	
Street address:		
City/Suburb:		Postcode:
Postal address:		
City/Suburb:		Postcode:
I wish the organisation noted below to receive the funds due from the above grant, as I am entering into an auspicing agreement with that organisation. I understand that this does not alter in any way my liabilities under the Deed relating to this grant.		
Signature:		Date:
<b>2 Auspicing organisations details</b> <i>(to be completed by the auspicing organisation)</i>		
We agree to take responsibility for administering the grant on behalf of the applicant. We have attached an invoice/tax invoice (as applicable) for the full amount of the grant.		
Organisation's Name:		
Work phone:	Mobile:	
Email:	Website:	
Street address:		
City/Suburb:		Postcode:
Postal address:		
City/Suburb:		Postcode:
ABN Number:		
Are you registered with the Australian Tax Office for the GST?		Yes No
Signature:		Date:
Name:		Position:
<p align="center"><b>PERSONAL INFORMATION PROTECTION STATEMENT</b></p> <p>Personal information collected in grant auspicing requests to Arts Tasmania will be used by the Tasmanian Arts Advisory Board and the Minister for the purpose of managing, assessing, advising upon and determining the relevant application and may be used for other purposes permitted by the Tasmanian Arts Advisory Board Act 1975 and regulations made under that Act. Failure to provide the information may result in the grant auspicing request not being considered. All personal information will be managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates on request to the board.</p>		

**3 Confidentiality and the Right To Information Act** *(to be completed by the grant recipient)*

You should be aware that information you provide to Arts Tasmania, and details of any financial assistance package, may be subject to requests for public disclosure under the Right to Information Act (Tas) 2009 (the Act). Arts Tasmania has the capacity under the Act to argue that information falls within one of the exemptions established under the Act, provided that the requirements of the exemption are clearly met.

You can assist Arts Tasmania in identifying information which may be sensitive in nature by clearly drawing attention to such sensitivities. Any information you provide to Arts Tasmania that is commercially sensitive should be stamped or clearly marked accordingly, and you should reinforce this by highlighting any such classification to an Arts Tasmania Program Officer.

In dealing with requests for disclosure of information under the Act, we will consider your views regarding the level of disclosure, if any, that should be allowed. Nevertheless, you should be aware that Arts Tasmania ultimately may not have any choice but to release information under the direction of the Ombudsman in accordance with the Act.

**Please complete the following section in relation to the information you have attached by ticking relevant box and answer the questions as necessary.**

<input type="checkbox"/>	We have no objections to the release of the attached information under the Right to Information Act (Tas) 2009.
<input type="checkbox"/>	We object to the release of part or all of the attached information under the Right to Information Act (Tas) 2009. We request that Arts Tasmania takes all available steps to prevent disclosure of that information identified below.
What information should not be released?	Reasons why you believe such information should not be released:
<input type="checkbox"/>	

**ELECTRONIC FUNDS TRANSFER FORM  
APPLICATION FOR DIRECT CREDIT REMITTANCES**

I/We hereby authorise that all future payments be made via Electronic Funds Transfer to the following bank account:

<b>APPLICANT DETAILS</b>	
<b>Name</b>	<b>Ref</b>
.....	
<b>Address</b>	
.....	
<b>Phone No</b>	<b>Mobile No</b>
.....	
<b>ABN</b>	<b>GST</b>
.....	
<b>Notification of transfer of funds</b>	
Official notification of transfer of funds will be made via your email or fax. If you do not have either an email or fax, then this notification will be posted to you.	
<b>Email Address</b>	<b>Fax Number</b>
.....	
<b>BANK DETAILS</b>	
<b>BSB Number</b> (Bank, State, Branch)	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> (6 digits)
.....	
<b>Bank Account Number</b>	
.....	
<b>Bank Name</b>	
.....	
<b>Name of Bank Account</b>	
.....	
<b>Bank Address</b>	
.....	
<b>Office Use Only</b>	ATMS <input type="checkbox"/>

**Conditions of this agreement:**

- I/We will be responsible for notifying Arts Tasmania in writing of any changes in the above particulars. Until receipt of such notifications, Arts Tasmania shall process all payments in accordance with the above particulars.
- I/We warrant that the bank account details so provided are not false and comply with all applicable laws.
- Arts Tasmania has the right to accept the authority of the undersigned as conclusive evidence of that persons authority to execute this agreement on behalf of the supplier. Arts Tasmania is under no obligation to verify the authority of the undersigned on the Bank Account details.
- I/We acknowledge that it is not practicable for Arts Tasmania to keep banking details confidential, to the extent that these will be available to Arts Tasmania staff in carrying out their normal duties in paying creditor accounts.
- Arts Tasmania will not be responsible for any delays in the payment or errors due to factors outside the reasonable control of Arts Tasmania (including but not limited to delays and errors in the banking system).
- Arts Tasmania reserves the right at any time to terminate or suspend this direct credit payment method and to pay by cheque or any other manner which Arts Tasmania may determine.

SIGNATURE: ..... NAME: ..... DATE: .....

**PERSONAL INFORMATION PROTECTION STATEMENT**

Personal information we collect from you on this Electronic Funds Transfer Form will be used by Arts Tasmania and Corporate Services staff for the purpose of making payments to you for grants, loans, invoices or other payments as may be necessary from time to time. Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of Arts Tasmania. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal information will be managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates on request to Arts Tasmania. You may be charged a fee for this service.