



## Meet Your Street gathering claim form

It is essential that we receive this form with **all receipts attached** to enable reimbursement.

As part of the Selwyn District Council's evaluation of Meet Your Street, all small subsidy recipients are required to complete this form. Reimbursement is capped at \$75 per gathering.

Name of organisation/street: \_\_\_\_\_

Contact name/s: \_\_\_\_\_ Email address: \_\_\_\_\_

Address: \_\_\_\_\_

Activity: \_\_\_\_\_

Location of activity: \_\_\_\_\_

Number of participants: \_\_\_\_\_ Date of activity: \_\_\_\_\_

Weather conditions: ☐ Good ☐ Average ☐ Poor

Any comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please give details of how the money was spent and include copies of your receipts.

Item	Cost

Bank account details (please attach a bank slip if possible) ☐☐ ☐☐☐☐ ☐☐☐☐☐☐☐

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete this form after your event, attach receipts or scan and email within 30 days of your event.

Email to: [meetyourstreet@selwyn.govt.nz](mailto:meetyourstreet@selwyn.govt.nz)

Or post to:

Meet your Street  
Selwyn District Council  
2 Norman Kirk Drive  
PO Box 90 Rolleston 7643

