

# SEEF Acceptance Form

Please ensure you have read the SEEF Guidelines or before submitting an application.

Applicants for SEEF Conference Grants (funds for organising a conference on campus) should read the SEEF Conference Grant Guidelines and apply via this form.

Please note, if you have not included your SEEF Reference ID Number, your acquittal will not be processed. Your SEEF Reference ID is listed on your initial SEEF Acceptance email your received from seef@anu.edu.au.

## Application Form

### SEEF Reference ID

Please enter the SEEF Reference ID provided in the email/letter confirming your successful application for funds. It should be in the format: SEEF2017-0XX

## Acceptance Form

Total amount of approved SEEF funds (listed in the Acceptance email)

Name of Bank/ Credit Union/  
Building Society

Nominated Bank Account Details for SEEF Payments

Account Holder Name

BSB Number

Account Number

Who will be responsible for managing the expenditure and acquittal of funds?  
(Please include their Name - Email - Phone Number)

### Declaration

\* Please note that it is your responsibility to submit SEEF acquittal documentations within the stated deadline (10 business days after the conclusion of the project/event/activity).

A failure to do so without approval from the SEEF panel, or a failure to submit sufficient acquittal documentations, may result in you being unable to apply for SEEF and/or other university-funded grants in the future.

SEEF requires the submission of tax invoices as proof of expenditure. If an invoice is lost, SEEF requires that statutory declaration be filled out and signed in the presence of an appropriate official (a lawyer, public notary, etc)

[ ] I agree to comply with all the terms and conditions set out in the 2017 SEEF Guidelines and I declare that all funds granted by SEEF will be expended for purposes outlined in my SEEF application.

Name of person agreed to Declaration above

First Name - Last Name

