

SCOUTS VICTORIA

APPLICATION FOR APPROVAL OF BUILDING WORKS



FORM P2

For assistance and advice on completing this form please contact Scouts Vic Property Administrator on 8543 9810 or email property@scoutsvictoria.com.au

● Group & Applicant's Details

Group/Formation Name :	
District:	Region:
Building Name & Property No:	
Street Address:	
Name :	Phone:
Position/Role in Group:	
E-mail:	
Group contact who will assist with managing the project in conjunction with Scouts VIC property	
Name:	
E-mail:	Phone:

● Proposed Works

Brief description <i>(note - priority must be given to addressing any outstanding essential safety measures):</i>			
Scope agreed with Scouts Vic building supervisor – copy attached:		Yes	No
Quotes attached:		Yes	No
Drawing/sketches attached:	Yes	No	Description/photos of existing building attached: Yes No
Estimated cost:		Including contingency allowance of:	
Group contribution:	Local Government:		Other external:
Scouts VIC grant:	Scouts VIC loan: Term of loan		Total funding:
In-kind donations of materials or labour not included above?:		Approximate value:	
Yes No			

● Supporting Info

Current youth numbers data attached:	Yes	No	Next year projected numbers attached:	Yes	No
Last three years financial reports attached:	Yes	No	Current and next year budgets attached:	Yes	No
Hall maintenance plans and budgets attached, current and next three years: Yes No					
Details of community groups using the hall, and plans to increase such use attached: Yes No					

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FORM P3

● Signatures

Name	Signature	Date
Group Leader:		
District Commissioner:		
Region Commissioner:		

For Use Of Property Management Subcommittee		
Works authorised as applied for: Yes No		Subcommittee meeting date:
Funding Approval		
Group contribution:	Local Government:	Other external:
Scout Vic grant:	Scout VIC loan: Term of Loan	Total funding:
Comments and any special conditions:		
Signature - Chairman Property Management Subcommittee:		