# Discount Application Form

[Note: replace the words in blue with information for this application]

|  |
| --- |
| **Recreation Facilities Discount Application Form** |
| **Organisation name** | [*name*] |
| **Year(s) the discount is apply** | [*year*] |
| **Contact for the application** | [*name and phone number*] |
| **Description of Organisation**[*what the organisation does, its revenue sources (sales, donations, grants etc), for profit or not for profit etc*] |
| **Legal status of organisation**[*e.g. Incorporated Society, dates of incorporation, registered number, link to website etc…*] |
| **Description of contribution**[*this should briefly explain the contributions below and what contributions cannot be monetised*] |
| **Calculation of Contribution** |
| **Contribution**  | **Effort** | **Monetary Basis** | **Value ($)** |
| [*Name – e.g. trapping*] | [*# of hours*] | [*hourly rate*] | [*$XXXXX*] |
| [*Name- e.g. advertising*] | [*$*] | [*Expense*] | [*$XXXXX*] |
| **Total**  |  |  | **[*$XXXXX*]** |
| **Calculation of the Contribution Ratio** |
| Gross Revenue of organisation ($) (a) | [*$XXXXX*] |
| Contribution ($) (b) | [*$XXXXX*] |
| Contribution Ratio [*= (b)/(a)*] | [*XXXXX*] |
| **Validation of Contribution** |
| **Information** | **Value** | **Certification (signatures)** |
| Gross Revenue | [*$XXXXX*] | [*Name/position/date*] |
| Expenses | [*$XXXXX*] | [*Name/position/date*] |
| Volunteer hours  | [*XXX*] | [*Name/position/date*] |
| [*Other*]  | [*XXX*] | [*Name/position/date*] |
| **Non-monetarised contributions (if any)** |
| [*this should briefly explain what the contributions are and why they should count towards a discount level*] |

|  |  |
| --- | --- |
| **Product (refer to** Error! Reference source not found. **in the SOP)** | **Requested discount** |
| Backcountry Hut PassesOR | [*based on calculated* Ratio] |
| Campsite Passes | [*based on calculated* Ratio] |

|  |
| --- |
| **Applicant signature:**Date: |

|  |
| --- |
| **Use by the Department only** |
| Approved/declined by: | [*Name*]Director of Heritage and Visitors | Signature Date |