



Recovery Works - Completion Form

Version : 001 – Nov 21

FOR A SAFER STATE

This form must be signed by the business representative who completed works under the STC Seroja Recovery Grant Program. A separate form must be completed for each separate works contract. PAYMENT CANNOT BE MADE WITHOUT A COMPLETED FORM.

If you require assistance with this form please contact **1800 490 678** or email serojainfo@dfes.wa.gov.au

Property Details	Address			
	Name of Owner			
Local Government / Building Permits	Local Government Area			
	Are these works included on a building permit		YES	NO
	<i>Note: All structural works require a Building Permit</i>			
	Business/individual named on the Permit		Permit No (if known)	
	Have you applied as an owner/builder?		YES	NO
Builder/ Supplier Details	Builders / Business Name		ABN	
	Registered Business Address		Builders Registration # (if applicable)	
Works <i>(Please tick the works relating to this claim for reimbursement)</i>	Demolition		Debris Removal	
	Asbestos Clean Up		Home Repairs	
	Other: (Please specify)			
	Please provide a brief explanation of works undertaken:			
Evidence Checklist	The following required evidence is attached:			Tick
	Invoice / Receipts including Business Name, ABN, and itemised costs			
	Photo of damage prior to repair / demolition			
	Installation / progress photos including date and geo-location data			
	Other recommended evidence as outlined in the Grant Fact Sheets			
Declaration	I declare I have completed the described works at the above listed property as described on this form and in accordance with any relevant legislative and/or local government requirements. I confirm the attached evidence is an accurate record of the works completed at the property.			
	Name of installer / registered builder / business owner			
	Signature		Date	