

## Incoming Correspondence – November/December 2016

Matters requiring action shown in **bold**.

- 11/11/2016 SLSNSW – grant of \$1,000 to address statutory tasks – maintaining and servicing emergency exit lights, maintain fire blanket in kitchen, service fire extinguisher, inspect/test fire/smoke detector lights and alarms, replace thermal detector (requires the engagement of a contractor)
- 11//11/2016 Office of State Revenue – require confirmation of details for exemption from Stamp Duty. I completed this online (for the second time).
- 14/11/2016 RMS – registration for boat trailer Z92323 \$64 – inspection not required.
- 18/11/2016 Origin Energy – invoice for Short St - August-November for \$876.56
- 18/11/2016 Origin Energy – invoice for Short St – August-November for \$135.73
- 18/11/2016 Nambucca Hotel – invoice for 5 kegs - \$1,215
- 18/11/2016 Paper Boys (Albert) – donation of \$500
- 29/11/2016 North Coast Surf Boat Series – invoice for \$200 for 0200 entry
- 29/11/2016 Telstra – invoice for \$82.98
- 29/11/2016 BCU – certificate of investment for \$66,277.79
- 2/12/2016 SLSA – invoice for \$480.46 for 15 copies of Public Safety & Aquatic Rescue (34<sup>th</sup> Edn) plus freight
- 5/12/2016 RMS - Registration renewal for pat U32818 - \$64 – inspection not required
- 5/12/2016 Dr Paul Cooper – letter re conduct of Saturday night presentation at Surf Carnival – “Boaties and Others”**
- 5/12/2016 Rusty Iron Rally – cheque for \$2,500 for work undertaken on collecting gate takings and providing parking marshalls
- 5/12/2016 Macksville Quality Meats – invoice for \$78.00
- 7/12/2016 Elgas – Statement with \$69.07 owing
- 7/12/2016 SLSA – poster and notice of early bird entry fee of \$90 per person for Aussies closing on 13 January
- 7/12/2016 SLSNSW – poster on State Championships at Swansea Belmont 25 February to 12 March 2017

**Outgoing Correspondence – November/December 2016**

10/11/2016 Grant Application lodged for \$2,500 for a water trampoline for the Nippers

17/11/2016 SLSNSW – grant application and invoice for \$1,000 for essential services