



S S S A

SIKH SOCIETY OF SOUTH AUSTRALIA

<http://www.sikhssa.org.au/>



Private Home Function Booking Form

Applicant's name: _____

Address of Function: _____

Contact Phone number: _____

Nature of Function: _____

Date and Time of Function: _____

Service delivery fee as follows:

Programme Booking Fee	\$ 100.00
Gianni ji	\$ 50.00
Jatha group	\$ 100.00
Refundable Deposit if borrowing basic utensils	\$200.00

All bookings must be made through the Management Committee. All payments must be made to the Treasurer at the time of bookings.

I agree that I have read and will abide by the Guidelines of usage of the Gurdwara.

_____/_____
Applicant Signature / Date

For Office Use Only

Approved YES NO (state reason) _____

Approved By: _____ Receipt No. _____ Date: _____



Guidelines - HOME PROGRAMS

- All home programs have to be booked through the MC.
- No booking to be made with the Resident Granthi/Jatha.
- Any payments involved have to be done through the MC.
- At the Home Program the host family must give the Golak monies to the Granthi / Jatha and request to be issued with a receipt. The Granthi/Jatha is then responsible to pass the monies onto the MC.
- The Granthi/Jatha is responsible to declare to the Treasurer the Bheta amount collected, for record purposes.
- All Golak funds must be counted and a receipt issued, this must be co-signed by the Gianni/Jatha and the applicant. Receipt to be returned to the Treasurer for Record keeping.