Date Gift or Donation given or received	Date Direct Report notified	Value ($)	Locality of where Donor(s) resides, if known	Relationship of Donor to Recipient (if known)	Name of Recipient(s)	Circumstances relating to Gift or Donation	Determination (Reasons)	Gift or Donation retained by A: Council Official B: Organisation	Authorisation of General Manager	Office Use only	
										Form Completed	Registered in MagiQ DOC ID
11/10/2017	16/10/2017	200		Mr E. Brinkman - community member	Mayor Jan Bonde	Hand crafted huon pine table	Do not dispose	Gift – will be used for Citizenship ceremony	Sandra Ayton	YES	331335
7/12/2017	8/12/2017	150		Life Christian Church - Ratepayer	Mayor Jan Bonde	Christmas Hamper	Do not dispose	Gift – Shared with Councillors	Sandra Ayton	YES	331335

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