**EXAMPLE DECLARATION LETTER IF USING A GRANT WRITER**

**Instructions: Motorsport Club Assistance Category – All Streams**

Applications for the Motorsport Club Assistance Category of the Community Motorsport Program must include this letter if the application is submitted by a **third-party grant writer** on behalf of a club.

Insert relevant details and information at the sections highlighted in yellow.

Please note, this letter must be on the applicant club’s letterhead and must be signed by an authorised representative of the club.

[Date]

Community Motorsport Program

Motorsport Club Assistance Category

Sport and Recreation Victoria

Department of Jobs, Precincts and Regions

I have read this application for the Community Motorsport Program, made on behalf of the [club or organisation name] and verify that all information contained is true and correct.

I authorise the submission of this application by [business name of third-party grant writer] and provide the details below as the contact person for this application and authorised representative of [club or organisation name]:

[Contact name]

[Position/role]

[Club name]

[Phone]

[Email]

Yours sincerely

[Signature]

[Name of person making this declaration]

[Position/role]

[Club name]