# Privacy Statement

Australian Executor Trustees, Equity Trustees Limited, Equity Trustees Superannuation Limited, and Equity Trustees Wealth Services Limited ('the EQT Group') are committed to protecting your privacy and supporting the Australian Privacy Principles under the Privacy Act 1988 (Cth).

Our Privacy Statement is available <u>here</u> and is intended to inform you about the following:

- the type of personal information that we collect;
- the manner in which we collect your personal information;
- the main purposes for which we use that information;
- how you can access, correct or update any personal information that we hold about you; and
- how we keep the information secure.

### Before submitting your acquittal, please ensure you have read <u>Equity Trustees'</u> <u>Privacy Statement</u>.

Please note, Australian Executor Trustees and Equity Trustees may make public your project description, the name of your organisation and the grant amount awarded to you.

# Instructions

Using this Form

## 1. Completing your Form

You may fill in the form in any order you choose. Move between the pages of the form using the Form Navigation menu at the right of screen. Or, click the Next Page and Previous Page buttons at the top or bottom of the page.

#### 2. Completing your Form in a group/team

You can share your login details to allow colleagues to work on a form with you. However, avoid editing the form at the same time as somebody else.

## 3. Saving your draft Form and returning later

Your form is automatically saved each time you move between pages. You can also click the Save button at the top of the page, which you should do when logging out or leaving the computer for an extended period. Your saved form will be available for you to continue next time you log in.

#### 4. Submitting your Form

To submit your form, you must click the Submit button on the final Review page of the form.

Your form will not submit if: - You have failed to answer any compulsory questions. - You have exceeded any word limits. - You have entered any other invalid data (such as an invalid ABN).

#### 5. Form submission confirmation

After submitting you will receive a confirmation email including a PDF copy of your form. If you do not receive this email, contact Equity Trustees to confirm we have received your form.

# Further Support

## Technical Support or Questions about Eligibility and Guidelines

Please email Australian Executor Trustees at <u>philanthropy@aetlimited.com.au</u>, quoting your submission number if applicable.

# **Applicant Overview**

\* indicates a required field

Contact Details

Applicant * First Name	Last Name
Position / Title *	
Phone *	
Email Address *	
Address Address	
Organisation Name	*

Tertiary Qualifications (Undergraduate/Post Graduate)

Qualification Institution/ Year Obtained University Commenced	Year Completed	Study Load	Attach copy of official academic record
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		Full Time	
		Part Time	
		Full Time	
		Part Time	

# Application

\* indicates a required field

Request for Scholarship/Sponsorship

Name of Course/Research/Sponsorship Program

**Proposed Commencement Date** 

### Proposed Completion Date

Must be a date.

### Institute/University/Other

**Study Load Full Time Part Time** No more than 1 choice may be selected.

Attach a concise statement demonstrating how your course/research/sponsorship program will achieve the objectives of the Sir Ross and Sir Keith Smith Fund by advancing the Science of Aeronautics (preferably in South Australia).

Word count: Must be no more than 300 words.

#### **Please upload a copy of your most recent C.V.** Attach a file:

Must be a PDF

Include a proposal to define the mechanisms and frequency that progress on the course/research/sponsorship program will be reported to the Trustee. (The minimum requirement is an annual report by 1 November each year) Word count: Must be no more than 400 words.

# Budget - Income

Please list out the amount(s) sought, how those funds will be applied, and additional funding received or requested.

Source of Income	Income Amount	Confirmed / Not confirmed
e.g. The Sir Ross and Sir Keith Smith Fund Scholarship	eg \$15,000 Must be a dollar amount.	

# Budget - Expenditure

Please note: items of general nature (*such as printer/ink/laptop*) generally not considered as items of project-related.

Expenditure Item	Amount	Expenditure Item	Amount
	\$		\$
	\$		\$

# Referees

## Referee #1

Title	First Name	Last Name

#### Position



Must be an email address.

### **Phone Number**

Must be a	valid phone number		
Referees	s consent *		⊖ No
<b>Referee</b> Title	<b>#2</b> First Name	Last Name	
Position			
Organisa	ation		
Email			
Must he ar	n email address.		
Phone N	umber		
Must be a valid phone number.			
Referees	s consent *		⊖ No
For Internal Use Only			
<b>Other D</b> o Attach a f			

# One more step...

## YOU MUST FOLLOW THESE STEPS TO SUBMIT YOUR FORM

1. Click the "Review" button at the top right of this form.

2. If necessary, review your answers.

**Important:** Form submission is **final**. You cannot make changes to your form after it has been submitted.

3. When ready to submit, click the "Submit" button at the top right of the form.

4. Shortly after submitting you will receive a confirmation email including a PDF copy of your form.

**Important:** If you do not receive this confirmation email, your form may have failed to submit. Please check your spam mail folder, or contact Australian Executor Trustees at <u>philanthropy@aetlimited.com.au</u> to confirm we have received your form.

## Are you having trouble submitting?

If you have any questions regarding the submission of your form, please refer to the help contact details on Page 1 of the form.

# Certification

# Certification

By lodging this Form:

- I certify that to the best of my knowledge the statements made in this Form and supporting documents are true;
- I consent to the information contained within this Form being disclosed to or by Australian Executor Trustees and / or Equity Trustees for the purpose of assessing, administering and monitoring this and any future Grant Applications;

### Please enter your name below to signify agreement to this Certification.

#### Full Name

Position