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| MINISTERIAL OFFICES |
| Declaration of Gifts Received |

MINISTER/STAFF

Register Number: _____

Ministerial Office: _____

Name: _____

Date Received: _____

Description of Gift: _____

From whom the Gift was received: _____

Please provide details of any specific wishes and/or expectations expressed by the donor in relation to this gift? _____

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| CERTIFICATION OF MINISTER/STAFF |
| I certify that the above property records the receipt of the Gift in accordance with the Ministerial Handbook. |
| Signature: _____ Date: _____ |

MINISTERIAL SERVICES:

Retail Value of Gift in Country of Origin In Australian Dollars \$ _____

Signature: _____ Date: _____

Please print on purple paper

| QUEENSLAND MUSEUM | | |
|---|------------------------------|-----------------------------|
| Is the Gift of historic or public use or value? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Do you intend to retain the gift? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Director: _____ | Date: _____ | |

| TO BE COMPLETED BY MINISTERIAL SERVICES |
|---|
| Date Gift Received: |
| Date Sent for Valuation: |
| Name of Valuer: |
| Date Returned from Valuer: |
| Gift Location: |

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| COMMENTS: |
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| ACKNOWLEDGMENT OF RETURN OF MINISTERIAL GIFT |
|--|
| I, _____, acknowledge receipt of the following gift returned to me . |
| Office of the _____ |
| Signature: _____ Date: _____ |