

Credit Card Reconciliation

Dec-25

29/11/2025 - 30/12/2025

Statement Period
Direct Debit Payment made on

5/01/2026

Card Holder	Date of Transaction	Supplier	Description	Account Code	Amount	GST
Andrew Malone - CEO	5/12/2025	The West Australian	Announcements - Mark Mudie	041113	\$ 126.85	\$ -
Credit Limit: \$10,000	22/12/2025	Landgate	Certificate of Title	031106	\$ 32.60	\$ -
	30/12/2025	NAB	Card fee	032102.580	\$ 9.00	\$ -
			Subtotal		\$ 168.45	\$ -

Card Holder	Date of Transaction	Supplier	Description	Account Code	Amount	GST
Michael Silver - MTS	10/12/2025	Maxiparts Operations	Flashing Beacons	051105	\$ 748.80	\$ -
Credit Limit: \$5,000	10/12/2025	Dan Murphys	Refreshments for staff Christmas Party	041104	\$ 289.75	\$ 26.34
	11/12/2025	Farmways Kellerberrin	Various consumables	P58.130.4691	\$ 18.55	\$ 1.69
	11/12/2025	Hills Seafood Supplies	Cooked prawns for Council Meeting	041104	\$ 174.15	\$ -
	12/12/2025	Bunnings	Padlock and keys for depot	DAS.164.4620	\$ 82.70	\$ 7.52
	15/12/2025	Farmways Kellerberrin	Consumables for Christmas Party	041104	\$ 45.65	\$ 4.15
	15/12/2025	Caltex Tammin	Ice for Christmas Party (receipt missing)	041104	\$ 126.00	\$ -
	18/12/2025	Slide Master Hardware	Lock for Unit 10 Tamma Village (receipt missing)	TU10.163.4732	\$ 59.00	\$ -
	18/12/2025	Billy Goat Lawns	Ant dust	TOVM.164.4724	\$ 178.95	\$ -
	30/12/2025	NAB	Card fee	032102.580	\$ 9.00	\$ -
			Subtotal		\$ 1,732.55	\$ 39.70

Card Holder	Date of Transaction	Supplier	Description	Account Code	Amount	GST
Codey Redmond - MF	11/12/2025	Dropbox	Dropbox Plus 09/11/2025 to 09/12/2025 inc international fee	145120	\$ 19.25	\$ 1.70
Credit Limit: \$5,000	30/12/2025	NAB	Card fee	032102.580	\$ 9.00	\$ -
			Subtotal		\$ 28.25	\$ 1.70
			Total		\$ 1,929.25	\$ 41.40

Opening Card Holders	Amendments Made	Comments	Credit Card Statement
Andrew Malone	No	No Changes	Balance from previous statement
Michael Silver	No	No Changes	Payments and other credits
Codey Redmond	No	No Changes	Purchases, cash advances and other debits
			Interest & other charges
			Closing Balance
			\$ 2,563.21
			\$ 2,563.21
			\$ 1,901.69
			\$ 27.56
			\$ 1,929.25

Prepared By:

Kelsey Pryer
Finance Officer

Date:

[Signature]
12/12/26

Authorised By:

Codey Redmond
Manager of Finance

Date:

[Signature]
12/12/26

ENTERED

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
4 Dec 2025	\$2,563.21 CR	DIRECT DEBIT PAYMENT	74557045337
11 Dec 2025	\$0.56	NAB INTNL TRAN FEE - (SC)	74557045345
Total for this Period:	\$2,562.65 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Business Visa account. Phone 1300 498 594, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Business Visa account using NAB Internet Banking at nab.com.au



Billers Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in "Your Account Summary" section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3846-6701	ANDREW DAVID MALONE	\$10,000	\$0.00	\$159.45	\$9.00	\$168.45
4557-0455-3849-8548	MR MICHAEL RAYMOND S	\$5,000	\$0.00	\$1,723.55	\$9.00	\$1,732.55
4557-0455-3850-2000	MR CODEY WAYNE REDMO	\$5,000	\$0.00	\$18.69	\$9.00	\$27.69
4557-0499-0110-7462	BILLING ACCOUNT	\$0	\$2,563.21 CR	\$0.00	\$0.56 DR	\$2,562.65 CR
			\$2,563.21 CR	\$1,901.69 DR	\$27.56 DR	\$633.96 CR

Transaction type

Purchase

Annual percentage rate

0.0000%

Daily percentage rate

0.000000%



Statement for
NAB Business Visa
 NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
 Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
 AEDT Saturday and Sunday
 Fax 1300 363 658
 Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: ANDREW DAVID MALONE
 Account No: 4557 0455 3846 6701
 Statement Period: 29 November 2025 to 30 December 2025
 Cardholder Limit: \$10,000

Transaction record for: ANDREW DAVID MALONE

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
5 Dec 2025	\$126.85 ✓	WANEWSADV OSBORNE PARK					74564455338
22 Dec 2025	\$32.60 ✓	LANDGATE MIDLAND					74940525363
30 Dec 2025	\$9.00	CARD FEE					74557045364
Total for this period	\$168.45		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: Andrew Malone

Date: 19/12/26



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Cardholder Details

Cardholder Name: MR MICHAEL RAYMOND SILVER
 Account No: 4557 0455 3849 8548
 Statement Period: 29 November 2025 to 30 December 2025
 Cardholder Limit: \$5,000

Transaction record for: MR MICHAEL RAYMOND SILVER

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
10 Dec 2025	\$748.80 ✓	MAXIPARTS OPERATIONS P TRUGANINA					74940525342
10 Dec 2025	\$289.75 ✓	DAN MURPHY'S/293-295 GREAMIDLAND					74278245343
11 Dec 2025	\$18.55 ✓	FARMWAYS K/BERRIN KELLERBERRIN					00996085618
11 Dec 2025	\$174.15 ✓	HILLS SEAFOOD SUPPLI MUNDARING					74940525343
12 Dec 2025	\$82.70 ✓	BUNNINGS 458000 BAYSWATER					74940525344
15 Dec 2025	\$45.65 ✓	FARMWAYS K/BERRIN KELLERBERRIN					03814347142
15 Dec 2025	\$126.00 ✗	CALTEX TAMMIN TAMMIN					74564455347
18 Dec 2025	\$59.00 ✗	SQ *SLIDE MASTER HARDWARE/Wangara					74064145351
18 Dec 2025	\$178.95 ✓	SP BILLY GOAT LAWNS GREENWOOD					74201335351
30 Dec 2025	\$9.00	CARD FEE					74557045354
Total for this period	\$1,732.55		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:  Date: _____

 19/12/26



Statement for
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 AEDT Saturday and Sunday
 Fax 1300 363 658
 Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR CODEY WAYNE REDMOND
 Account No: 4557 0455 3850 2000
 Statement Period: 29 November 2025 to 30 December 2025
 Cardholder Limit: \$5,000

Transaction record for: MR CODEY WAYNE REDMOND

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
11 Dec 2025	\$18.69 ✓	Dropbox S66S9RYBXQHT db.tt/co/help					74987505343
30 Dec 2025	\$9.00	CARD FEE					74557045364
Total for this period	\$27.69		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

[Handwritten Signature]

Cardholder signature: _____

Date: 12/2/26

C.M. Codey 19/2/26