

Credit Card Reconciliation

Aug-23

Card Holder	Date of Transaction	Supplier	Description	Amount	GST
Fabian Houbrechts	31/07/2023	Tech revo group	Phone cover for Works Mobile	\$65.90	\$5.99
	23/09/1900	RSEA Midland	Hi Vis Vests for Work Crew - OHS	\$267.83	\$24.34
	14/08/2023	BCF Midland	Works Manager - Work Clothing	\$40.00	\$3.64
	14/08/2023	RSEA Midland	Eye Wash - Eye bath	\$24.99	\$2.27
	14/08/2023	RSEA Midland	Works Manager - Work Clothing	\$504.92	\$45.92
	22/08/2023	Dunnings Northam	Fuel	\$143.58	\$13.05
	23/08/2023	The Good Guys - Midland	Washing Machine	\$773.05	\$70.27
		Card Fee	Card Fee - per cardholder	\$9.00	
				\$1,829.27	\$165.48
Joanne Soderlund	4/08/2023	Shire of Tammin	Plate Change 1HYF446 to 1TN	\$37.80	\$0.00
	8/08/2023	Coles Express	Fuel for 1TN	\$254.14	\$23.10
	23/08/2023	Wilson Parking	Parking to attend conference	\$7.00	\$0.64
	23/08/2023	City of Perth Parking	Parking to attend conference	\$4.54	\$0.41
		Card Fee	Card Fee - per cardholder	\$9.00	
				\$312.48	\$24.15
Racheal King	7/08/2023	Puma Energy Tammin	Lunch for staff - Stuffing Rate envelopes	\$51.80	\$4.71
	10/08/2023	Dropbox	Dropbox - Shared document subscription	\$18.69	\$1.70
	22/08/2023	Woolworths Northam	Prizes for Seniors Lunch - Chocolate boxes	\$40.00	\$3.64
	24/08/2023	Bunnings Northam	Prizes for Seniors Lunch - Potted plants	\$54.39	\$4.94
	25/08/2023	Caltex Tammin	Council Meeting Refreshments	\$81.00	\$7.36
		Card Fee	Card Fee - per cardholder	\$9.00	
				\$254.88	\$22.35
				\$2,396.63	\$211.98

Credit Card Register		
Opening Card Holders	Amendments Made	Comments
Fabian Houbrechts	N/A	No Changes
Joanne Soderlund	N/A	No Changes
Racheal King	N/A	No Changes

Credit Card Statement	
Balance from previous statement	\$1,264.77
Payments and other credits	\$1,264.77
Purchases, cash advances and other debits	\$2,396.63
Interest & other charges	\$0.56
Closing Balance	\$2,397.19

Prepared By: Racheal King

Authorised By: Joanne Soderlund



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 within Australia only)



/29704

TAMMIN SHIRE

PO BOX 53

TAMMIN WA 6409

Statement Period

29 July 2023 to 29 August 2023

Company Account No:

4557 0499 0110 7462

Facility Limit:

\$20,000

Your Account Summary

Balance from previous statement	\$1,264.77 DR
Payments and other credits	\$1,264.77 CR
Purchases, cash advances and other debits	\$2,369.63 DR
Interest and other charges	\$27.56 DR
Closing Balance	\$2,397.19 DR

**YOUR DIRECT DEBIT PAYMENT OF \$2,397.19 WILL BE
CHARGED TO ACCOUNT 000086732- 0000508368965 ON
04/09/2023 AS PER OUR AGREEMENT.**

0008809 241/4557049901107462 / E-29704 S-53032 I-106063

see reverse for transaction details

Transaction record for: Billing account



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.

Date	Amount A\$	Details	Reference
3 Aug 2023	\$1,264.77 CR	DIRECT DEBIT PAYMENT	74557043214
10 Aug 2023	\$0.56	NAB INTNL TRAN FEE - (SC)	74557043222
Total for this Period:	\$1,264.21 CR		

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)
4557-0455-3802-7065	MR FABIAN MAXINE HOU	\$5,000	\$0.00	\$1,820.27	\$9.00	\$1,829.27
4557-0455-3820-4615	MRS JOANNE MAREE SOD	\$10,000	\$0.00	\$303.48	\$9.00	\$312.48
4557-0455-3833-9270	MISS RACHEAL MAREE K	\$5,000	\$0.00	\$245.88	\$9.00	\$254.88
4557-0499-0110-7462	BILLING ACCOUNT	\$0	\$1,264.77 CR	\$0.00	\$0.56 DR	\$1,264.21 CR
			\$1,264.77 CR	\$2,369.63 DR	\$27.56 DR	\$1,132.42 DR

Transaction type

Purchase

Annual percentage rate

0.0000%

Daily percentage rate

0.000000%

IF YOU'RE TRAVELLING OVERSEAS AND YOUR VISA CARD IS LOST OR STOLEN AND YOU NEED TO ACCESS EMERGENCY CASH OR GET A REPLACEMENT CARD, VISA'S GLOBAL CUSTOMER ASSISTANCE SERVICES IS AVAILABLE 24 HOURS A DAY, SEVEN DAYS A WEEK. FOR MORE INFORMATION VISIT: NAB.COM.AU/EMERGENCYTRAVELASSISTANCE



HOW TO QUERY A TRANSACTION
IF A CHARGE IS INCORRECT, UNAUTHORISED OR FOR SOMETHING
NOT RECEIVED, YOU MAY BE ENTITLED TO A REFUND.
TO QUERY A CHARGE, CALL 13 10 12. A DELAY IN NOTIFYING NAB
MAY IMPACT NAB'S ABILITY TO QUERY A TRANSACTION ON YOUR
BEHALF. FOR MORE INFO, SEE NAB.COM.AU/QUERYATRANSACTION



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Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR FABIAN MAXINE HOUBRECHTS
Account No: 4557 0455 3802 7065
Statement Period: 29 July 2023 to 29 August 2023
Cardholder Limit: \$5,000

Transaction record for: MR FABIAN MAXINE HOUBRECHTS

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
31 Jul 2023	\$65.90	TECH REVO GROUP PTY LTD MIDLAND					74466023210
31 Jul 2023	\$267.83	RSEA PTY LTD - MIDLAND MIDLAND					74940523210
14 Aug 2023	\$40.00	BCF MIDLAND MIDLAND					74564453223
14 Aug 2023	\$24.99	RSEA PTY LTD - MIDLAND MIDLAND					74940523223
14 Aug 2023	\$504.92	RSEA PTY LTD - MIDLAND MIDLAND					74940523223
22 Aug 2023	\$143.58	DUNNINGS NORTHAM NORTHAM					74564453233
23 Aug 2023	\$773.05	THE GOOD GUYS MIDLAND					74564453234
29 Aug 2023	\$9.00	CARD FEE					74557043241
Total for this period	\$1,829.27		Totals				

Employee declaration

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

Cardholder signature: _____

Date: _____



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Cardholder Details

Cardholder Name: MRS JOANNE MAREE SODERLUND
Account No: 4557 0455 3820 4615
Statement Period: 29 July 2023 to 29 August 2023
Cardholder Limit: \$10,000

Transaction record for: MRS JOANNE MAREE SODERLUND

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
4 Aug 2023	\$37.80	SHIRE OF TAMMIN TAMMIN					74940523214
8 Aug 2023	\$254.14	COLES EXPRESS 2128 NORTHAM					74363963219
23 Aug 2023	\$7.00	WILSON PARKING PER060 PERTH					74564453234
23 Aug 2023	\$4.54	CITY OF PERTH PARKING-ONSPERTH					74564453234
29 Aug 2023	\$9.00	CARD FEE					74557043241
Total for this period	\$312.48		Totals				

Employee declaration

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

Cardholder signature: _____

Date: _____



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Cardholder Details

Cardholder Name: MISS RACHEAL MAREE KING
Account No: 4557 0455 3833 9270
Statement Period: 29 July 2023 to 29 August 2023
Cardholder Limit: \$5,000

Transaction record for: MISS RACHEAL MAREE KING

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
7 Aug 2023	\$51.80	PUMA ENERGY TAMMIN TAMMIN					74564453216
10 Aug 2023	\$18.69	Dropbox 3MBQFN9NRGZH db.tt/cchelp					74987503221
22 Aug 2023	\$40.00	WOOLWORTHSNORTHAM BVD 16NORTHAM					74278243233
24 Aug 2023	\$54.39	BUNNINGS 603000 NORTHAM					74940523234
25 Aug 2023	\$81.00	CALTEX TAMMIN TAMMIN					74564453236
29 Aug 2023	\$9.00	CARD FEE					74557043241
Total for this period	\$254.88		Totals				

Employee declaration

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

Cardholder signature: _____ Date: _____