

Detailed Mobile Report:**Mobile:****0434561534****David Reynolds \$30/3Gb**

Customer: South Australian Government
Period: Aug 2021
Cost Centre: 11111019999972321
Account No: 0580373700
Total Cost (Excl): \$37.11
Total Cost (inc): \$40.82

Cost Recovery**Overview:**

Below is a Summary Sheet listing usage details for the above Mobile device, which is listed as being issued to you and/or under your care and control.

Instructions:

You are required to reimburse Dept Treasury and Finance _Agency for the cost of private calls in accordance with the departmental policy.

Would you please review the list of telephone calls attached and

1. Indicate which calls have been made by you that are private.
2. Complete the details at the bottom of the summary.
3. Transfer that information to the table below (including NIL amounts).
4. Make any payment as necessary in accordance with Departmental policy.
5. Get your direct line manager to note this declaration.
6. Keep a copy for your records.
7. Forward on to your Mobile Phone Administrator.

(If any details are incorrect please advise your mobile phone administrator).

Declaration**User Certification**

I certify that all private calls have been identified on the attached summary sheet and I agree to reimburse Dept Treasury and Finance _Agency for the amount of \$_____.

All remaining calls made have been for legitimate Departmental business purposes.

Total of Private Calls Made (Incl GST) \$_____

Less \$_____ Dept Treasury and Finance _Agency allowance

Amount to be paid by Mobile Phone User \$_____

Name (Printed) D Reynolds Staff No _____ Signature [Signature] Date 24/9/21

FOR OFFICE USE ONLY

Total receipted amount incl GST \$_____

Receipt No: _____ Date: / /

Detailed Mobile Report:**Mobile:****0000000000**

Customer:
Period:
Cost Centre:
Account No.: 0 **Private Sub Total:** \$0.00
Total Cost (Excl): **Amount To Be Paid:** \$0.00
Total Cost (inci):

Cost Recovery Worksheet

Number Called	Times Called	Amount (GST Incl)	Private	Private Amount
+61101	11		\$0.00	
+61401123491MNE	4		\$0.00	
+61403191997	5		\$0.00	
+61409198589MNE	10		\$0.00	
+61422705553	2		\$0.00	
+61432061109MNE	2		\$0.00	
+61435197299MNE	2		\$0.00	
+61447222534MNE	5		\$0.00	
0396069956	2		\$0.00	
0400316980	2		\$0.00	
0400745057MNET	2		\$0.00	
0401123950S	44		\$0.00	
0401125871S	2		\$0.00	
0401125876MNET	1		\$0.00	
0402740507	1		\$0.00	
0407795293MNET	1		\$0.00	
0409198589MNET	4		\$0.00	