

Name.....  
Address.....  
Town State Postcode.....  
Phone

Mobile

emailaddress .....

To

.....  
.....  
.....

Date / /

Dear Sir/Madam

Thank you for the opportunity to prospect on your mining leases as listed.

Lease Number	Lease locality

Here is a Field Prospecting Cost Spreadsheet / Written Report of the time I spent on your leases with expenditure and other information.

Regards,

Your Name

## Expenditure Statement

<b>Date arrived on leases</b>	
<b>Date left leases</b>	
<b>Number of persons Prospecting</b>	
<b>Names of prospectors</b>	1. _____ 2. _____ 3. _____ 4. _____
<b>Total Days prospecting Summary - Or see Field Prospecting Spreadsheet</b>	
<b>Cost of labour ( Days x \$300 per day )</b>	
<b>Mileage of vehicle used prospecting</b>	
<b>Cost of Vehicle (Mileage x \$0.75c per Kilometer)</b>	
<b>OR receipted Fuel Costs</b>	
<b>Other costs food</b>	
<b>Other Costs Accommodation or Caravan Park Costs</b>	
<b>Receipted Plant and Equipment Hire</b>	
<b><i>Gold Found in grams</i></b>	
<b>Lease numbers where gold was found</b>	
<b>Details Gold Weight – GPS Locality</b>	
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