

PAYROLL DEDUCTION FORM

For donations to Baptist World Aid Australia



Share an opportunity today!

This form enables you to make regular donations via your salary through a payroll deduction to **Baptist World Aid Australia**.

CHECKLIST

- Print off this 2-page *Payroll Deduction Form*;
- Complete the details in full;
- Give the form to your payroll officer; and
- Advise Baptist World Aid Australia of your support.

AUTHORISING YOUR PAYROLL DEDUCTION

Please complete the following details and forward this form to your Payroll Officer.

Employee Name: _____.

Employee ID Number: _____.

Work phone number: _____.

Charity Name:

Australian Baptist World Aid Inc. (operating as Baptist World Aid Australia)

The amount that you would like to be deducted from your pre-tax salary

\$ _____.

This amount is to be deducted each: week / fortnight / month (circle one)

[] Please vary the rate at which tax is withheld to take into account the donation made via payroll deduction.

If the option above is not selected the donation made via payroll deduction will be deducted from your net amount of pay (i.e. the rate at which tax is withheld from your pay will not change).

Please authorise this deduction by signing here: _____.

NOTE FOR EMPLOYERS AND PAYROLL OFFICERS

If forwarding this deduction to Baptist World Aid Australia by cheque please make it out to 'Baptist World Aid Australia' and send it to:

Baptist World Aid Australia

Locked Bag 122

Frenchs Forest NSW 2086

Direct deposits into the Baptist World Aid Australia bank account are also encouraged.

Bank details are as follows:

Bank: National Australia Bank

Branch: Haymarket NSW

BSB: 082-024

Account Name: ABWARC OAF No. 4

Account Number: 019117364

When making a bank deposit you will need to include some identification in the description field highlighting where these funds are from and what they are intended for, e.g. Business Name Emergency Relief.

Please note that Baptist World Aid Australia also accepts **payment by credit card**. If you would prefer to transfer donations to Baptist World Aid in this manner please phone **1300 789 991** to request a credit card donation form.

IMPORTANT

If you or your workplace have decided to support Baptist World Aid Australia please notify our National Donor Relations Manager at donor.relations@baptistworldaid-au.org.

For regular email updates on the work of Baptist World Aid Australia you may like to provide a link on your intranet to Baptist World Aid Australia's website at

www.shareanopportunity.org