

WORKPLACE GIVING ENQUIRY FORM

Name

Address

Town/Suburb

State Postcode

Phone

Mobile

Email

Employer's Name

Address

Town/Suburb

State Postcode

Employer Payroll Contact's Name

.....

Phone

Email

Your Employer's contact details enable us to provide them with details on how staff can make donations to Guide Dogs Victoria via automatic deductions from their pay/salary.



Please detach and send this form to:

Guide Dogs Victoria
Private Bag 13 Kew Victoria 3101
or fax it to 03 9854 4500

ABOUT GUIDE DOGS VICTORIA

Guide Dogs Victoria helps blind and vision impaired people to travel their own life journey with a sense of safety, fulfilment and independence by providing a comprehensive range of mobility services to individuals aged between 5 and 95 years of age.

Our mobility training services include Guide Dog Mobility, Orientation and Mobility, Children's Mobility and Acquired Brain Injury Mobility.

Guide Dogs Victoria's services are provided free of charge to blind and vision impaired people right across Victoria and with very little government funding, your support is vital in the continued provision of these programs.

SO WHERE DOES MY MONEY GO?

Receiving regular feedback about how the funds raised through Workplace Giving have impacted the lives of blind and vision impaired Victorians is important.

Guide Dogs Victoria can provide you with stories, feedback and photos on a quarterly basis detailing the programs that have been supported by your donations.

For further information about Workplace Giving and establishing a program at your workplace, please call our Corporate Relationships Manager on 9854 4444 or email corporate@guidedogsvictoria.com.au

ABN 68 004 621 461
Chandler Highway Kew Victoria 3101
Telephone 03 9854 4444 Facsimile 03 9854 4500
Email info@guidedogsvictoria.com.au
www.guidedogsvictoria.com.au



Workplace Giving

Guide Dogs Victoria brings freedom & independence to thousands of blind and vision impaired people.



Not everyone has the time to volunteer or fundraise for Guide Dogs Victoria, but still want to contribute in a meaningful way. So, why not get involved through a Workplace Giving Program in your organisation which enables employees to make regular donations to Guide Dogs Victoria?

Workplace Giving is a payroll deduction program where employees choose to give a small portion of their income to a charity. Employees are able to donate with their pre-tax pay, gaining an immediate tax benefit.

THE BENEFITS

Workplace Giving is one of the simplest ways to give to your favourite charity and arguably the most efficient.

- 100% of your donation goes to Guide Dogs Victoria
- you will not have to collect, keep and claim receipts
- your donation will be processed through your pay and you will get an immediate, guaranteed tax deduction.
- your donation will be made pre-tax, so it actually costs you less than the amount we receive from your Pay Office.

COMPANY BENEFITS

For employers, it is a low cost program that is administratively simple and builds both community partnerships and employee morale. By choosing to match your employees' donations through Workplace Giving, you are:

- showing support for your staff and the charities that are important to them
- demonstrating the importance your company places on social responsibility
- allowing your staff to make a greater impact!

YOU CAN MAKE A DIFFERENCE!

You don't have to give a lot to make a difference. You can give as much or as little as you like, but we encourage giving an amount that is sustainable. For example, pledging as little as \$12.50 per month assists Guide Dogs Victoria's Puppy Raising program.



Supporting Guide Dogs Victoria through Workplace Giving is simple. You can sign up in three easy steps:

STEP 1

Ask your Employer if they offer a Workplace Giving Program and whether you can register with Guide Dogs Victoria. Your Human Resources Department or Pay Office should be able to give you this information.

STEP 2

Ask your Human Resource Department or Pay Office for a Workplace Giving form that will give your Employer authority to deduct a set amount from your pay and nominate Guide Dogs Victoria.

STEP 3

Complete the Workplace Giving form and hand it back to your Human Resources Department or Pay Office. Ask them to contact Guide Dogs Victoria to confirm the commencement of your workplace giving donation.

If your Employer does not have a Workplace Giving Program contact Guide Dogs Victoria and we will be happy to let them know how simple it can be.

Workplace Giving is an easy and efficient way to give to your favourite charity.

