

# WORKPLACE GIVING GUIDE FOR EMPLOYEES

**Workplace Giving** – also known as payroll giving – is an easy and effective way of making a lasting difference to communities of disadvantage while you work!

By choosing to support **United Way Australia** through Workplace Giving, you will be giving children and young people the chance to reach their full potential.

**And with each donation reducing your taxable income, you'll also benefit!**

## STRENGTHENING COMMUNITIES, TOGETHER.



*"I can see a lot of changes in my son's life. Before, he used to watch a lot of tv. But after these books, he likes (to read) more than three or four times a day. It helps to improve his imagination, better than watching videos!"*

-Pavithra's children are now receiving quality books and resources to start school ready to thrive.

From life-changing early years initiatives to helping young people gain the skills to transition to work or further study, we're working to ensure every Australian community thrives.

To find out more about United Way Australia's work, and how you can make a difference, please visit: [unitedway.com.au](http://unitedway.com.au)

## FAQS

### ? WHAT IS WORKPLACE GIVING?

Workplace Giving is a program that enables employees to donate a portion of their pay directly to charity.

### ? WHAT ARE THE BENEFITS OF WORKPLACE GIVING?

Put simply, it's the easiest and most cost-effective way of making regular donations to United Way Australia.

The program enables you to donate via automated, pre-tax payroll deductions - thereby providing you with an instant tax deduction. And with your donations reducing your taxable income, you'll benefit every pay – along with the children and communities your donations are helping.

### ? HOW DO I START?

All Australian payroll systems can facilitate Workplace Giving donations, so starting should be as simple as nominating United Way Australia as your charity of choice to your payroll department. They may also have a Workplace Giving form for you to complete and return to them. If not, please use the form below.

Our banking details are below. Once your payroll team has these, you should be ready to begin donating.

**Bank:** WESTPAC

**Name:** United Way Australia

**BSB:** 032-000

**Account:** 90 0938

### ! NEED MORE INFO?

If your payroll team needs any assistance setting up Workplace Giving, they can contact us on: [donor.support@unitedway.com.au](mailto:donor.support@unitedway.com.au)

# CHANGE LIVES AT WORK!

# WORKPLACE GIVING SIGN UP FORM

*YES! I'd like to start changing  
lives every pay day!*



## YOUR DETAILS

### DONATION AMOUNT & FREQUENCY

I'd like to donate:

\$15

\$30

\$45

My chosen  
amount of:

Every pay cycle

As a one-off gift

### PERSONAL DETAILS

Employee ID/Number: .....

Title: ..... First Name: .....

Last Name: .....

Company: .....

Address: .....

Suburb: .....

State: ..... Postcode: .....

Email: .....

Phone: .....

Signature: ..... Date: .....

United Way Australia will send you regular updates on how your donations are being used. You can opt out of receiving updates at any time. Please tick if you do not wish to receive updates:



Please return this form to your Office  
Administrator or Payroll.

## FOR PAYROLL USE ONLY

**United Way Australia EFT or Direct Deposit details:**

**Bank:** Westpac Banking Corporation

**Account:** United Way Australia

**BSB:** 032-000

**Account:** 90 0938

Please reference your deposits:

*Your company name – WPG*

Please email notification of payment and donor details to  
donor.support@unitedway.com.au

**Address Details:**

**United Way Australia**

PO Box Q759

Queen Victoria Building NSW 1230

**Contact:**

Phone 02 9321 0300

Fax 02 9321 0333

Email: donor.support@unitedway.com.au

Website: www.unitedway.com.au

*United Way Australia is a registered not-for-profit  
(ABN 60002806215) and is not affiliated with any  
political or religious organisations. All workplace  
giving donations are tax deductible.*

**THANK YOU FOR YOUR SUPPORT!**

# CHANGE LIVES AT WORK!