

# WORKPLACE GIVING ENQUIRY FORM FOR EMPLOYEES

To enquire about supporting **Aussie Ark** via workplace giving, please provide some details in the form below.

To make the process simple, we'll get in touch with your employer dirXectly to make sure they have a giving program in place and help you get set up. No donations will be deducted from your pay until your workplace has provided you with the relevant documentation.

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**FIRST NAME**

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**SURNAME**

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**CONTACT NUMBER**

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**EMAIL ADDRESS**

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**PAYROLL FREQUENCY**       WEEKLY       FORTNIGHTLY       MONTHLY

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**AMOUNT YOU WOULD LIKE TO DONATE PER DAY**

\$10       \$20       \$30       \$50       OTHER \$

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**WORKPLACE INFORMATION**

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**NAME OF WORKPLACE**

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**WORKPLACE ADDRESS**

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**SUBURB/TOWN**

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**STATE/TERRITORY**

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**POSTCODE**

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**PAYROLL CONTACT** If you know the name of your payroll manager

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**CORPORATE SOCIAL RESPONSIBILITY OR COMMUNITY RELATIONS MANAGER**

If there is such a position in your organisation and you know the name of the person in this role

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**CONTACT NUMBER** For payroll contact or general office number

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