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| Office Use Only | |
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Instructions for Treasurers

NAME OF CONGREGATION:

1. Please enter as follows:

| | | | |
|--------------|--|----|-------|
| (a) | Credit Cards | \$ | |
| (b) | Cheques (must be made out to SHARE) | \$ | |
| TOTAL | | \$ | |

2. Cash donations should be added together, banked by the Treasurer and a single cheque drawn payable to "SHARE".
3. Credit Card slips and cheques payable to SHARE should be forwarded along with this form and the congregation cheque. Congregation cheques must represent only cash donations.
4. The name and address of all *donors requiring a receipt* should be printed on the reverse side of this form. **Note:** *At the time of the winter appeal, donors who wish to have a receipt dated within the current financial year, are advised to forward their donation directly to SHARE.*

5. Please direct all donations and enquiries to:

SHARE
GPO Box 4355
MELBOURNE VIC 3001
Telephone: 1800 668 426
Facsimile: (03) 9251 5491
Email: shareinfo@victas.uca.org.au

6. Please enter your name and address in case we need to contact you:

NAME:

ADDRESS:

TELEPHONE:

