

**Payroll Deduction Authorisation
UTS STAFF GIVING PROGRAM**

You are invited

UTS invites you to make a regular tax deductible donation to fund merit based scholarships for students in financial need.

To join the Staff Giving Program, simply fill in your name and contact details below along with the fortnightly donation amount you are able to give.

Immediate tax benefit

By donating through UTS staff giving, you receive your tax deduction for your donation each pay, rather than having to wait until the end of the tax year. When UTS calculates the amount of tax to be withheld from your salary for a pay period, the donation amount is deducted from your gross salary before referring to the appropriate tax table.

At the end of each tax year, UTS will provide you with confirmation of your donations to UTS and send you a letter of thanks from the Vice Chancellor.

YES, I WOULD LIKE TO BE PART OF THE UTS STAFF GIVING PROGRAM and make a fortnightly pre-tax donation to help fund merit-based scholarships for students in need.

Staff number.....

Surname.....

Other names.....

Location at UTS.....

By submitting this form, I authorise and direct UTS to deduct until further written notice from my gross salary or wages each fortnight the amount of:

\$10 \$20 \$40 \$.....

Please send me confidential information about leaving a gift to UTS in my will.

Signature..... Date.....

When completed, please return this form by email (alumni@uts.edu.au) or internal mail to the UTS Alumni & Development Office CB01.07.40 (Phone Ext. 9861, Fax Ext 9872).

For office use only - entered.