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## **CHRISTMAS APPEAL** 2025

**CHR CH 5694** 

Thank you for holding a Christmas Giving Service at your church! To make processing your church donation as easy as possible, please review the following giving options before submitting your gift to Baptist World Aid.

## DONATING THROUGH DIRECT DEPOSIT

If you choose to direct deposit donations into our bank account, please use the details below and complete the following three steps.

**Account Name** Baptist World Aid Australia **BSB** 082-057

Account No. 944-020-498

- 1. Enter the following as the deposit description: *'[7-digit Church ID Number] CHR'*
- 2. Deposit the funds into the bank account listed above.
- 3. Send an email to <a href="mailto:hello@baptistworldaid.org.au">hello@baptistworldaid.org.au</a> with the following details:
  - Church name
  - 7-digit Church ID number
  - Date of deposit
  - Amount of deposit
  - Whether any individual church members have filled out donation slips and require a tax receipt (i.e. are there any donation slips being sent in the post to accompany the deposit?)

## DONATING THROUGH DONATION SLIPS

#### For cash and cheque donations

Cash should not be sent directly to Baptist World Aid and should be sent via cheque or direct deposit. For cheque donations, please ensure all cheques are made out to 'Baptist World Aid Australia'. If you receive cheques that have been made payable to your church, please bank these into your own church's account, and then deposit the amount into the Baptist World Aid Australia account, or issue a church cheque payable to Baptist World Aid Australia.

#### For credit card donations

Donation slips with credit card details <u>should not be</u> <u>emailed to Baptist World Aid for security reasons.</u>
Please collect any donation slips received and send them via mail to:

Baptist World Aid Australia Locked Bag 2200 North Ryde NSW 1670

## DONATING ONLINE

Our digital appeal page—baptistworldaid.org. au/christmas-appeal—allows individuals in your church to donate instantly. Online donations are automatically recorded, so there's no need to include them in your Donation Summary. Combined church gifts can't be processed online; please use the alternative options listed on the page.

#### Notes:

- The tax receipt your church receives may not always match the amount on the church cheque, as it will not include donations from church members who require a separate tax receipt.
- Please ensure that all individuals who wish to claim a tax deduction have filled out a donation slip with their full name and address or email. Without this information, we cannot issue a tax receipt for their gift.
- New supporters will be added to the mailing list unless otherwise advised.
- Due to privacy laws, we cannot issue individual tax receipts in care of the church address.

Your local Church Partnership Manager is available to help with any concerns. Please email <a href="hello@baptistworldaid.org.au">hello@baptistworldaid.org.au</a> or call 1300 789 991 and we'll put you in touch with one of our team members in your state.

Thank you for joining us in making a better world for all this Christmas!

# TREASURERS FORM

**CHR CH 5694** 

Please return this form	n and all donations b	y no later than 31 January	2026
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Date	Church ID Number (if known)
Church Name	
Name of person who completed this form	
Role in Church	Contact Number

## DONATION SUMMARY

Group donations received into the 3 sections below

1. Total Credit Card Donations	No. of Donations	Amount
Fill this section with total personal cheques that individuals have filled out and submitted		\$
2. Total Personal Cheque Donations	No. of Donations	Amount

#### 3. Total Cash Donations

This section is for total cash donations given through the donation slips or anonymously through church giving. Cash should not be sent directly to Baptist World Aid. Please ensure you *issue a church cheque or make a deposit* for the total amount collected from cash donations. <u>If making a deposit</u>, please refer to the <u>accompanying instructions</u>.

	No. of Donations	Amount
A. Total Individual Cash Donations (These donations were made through donation slips, and individuals will receive a tax receipt. Please ensure all donation envelopes are sent to Baptist World Aid)	\$	
B. Total Anonymous Cash Donations (These donations were made straight to the church without an attached donation slip—individuals will therefore not receive a tax receipt)		\$
Total Cash Donations This amount has been (please tick appropriate box)  Olssued by church cheque payable to Baptist World Aid  Deposited into Baptist World Aid's bank account on the	\$	
TOTAL DONATION AMOUNT FROM THE CHURCH		\$

PLEASE RETURN COMPLETED
DONATION SLIPS BY 31 JANUARY 2026

THANK YOU