

How to Forward Project Compassion Donations to Caritas Australia

Thank you so much for your support in helping your parish community *Unite Against Poverty this Lent* through Caritas Australia's Project Compassion! Your dedication ensures that vital funds reach those who need them most.

To assist with smooth processing and to allow funds to be processed in a timely manner, we ask you to please **remit donations regularly throughout Lent** - *there's no need to wait until the end of the campaign*. **All donations should be submitted by 31 May 2026.**

1. Direct Deposit/Electronic Funds Transfer (EFT)

Deposit **cash and cheques** into the Caritas Australia bank account using your deposit book and Supporter ID. Always include **your Supporter ID and 'PC'** in the reference to ensure correct allocation. At the end of the campaign, please send:

- ✓ A copy of your **Remittance Advice**
 - ✓ Your **Record of Receipts Sheet** (listing donors who received tax-deductible receipts)
- Remittance/record of receipts should be emailed to help@caritas.org.au

2. Cheques

Please deposit all Project Compassion cheques into the Caritas Australia bank account as early as possible, **and no later than 31 May 2026**, as required by Taxation Office regulations. This can be done using your deposit book as noted above in #1. Cheques must be made payable to 'Caritas Australia' and should be receipted by the parish.

- a. **DISCLAIMER:** *Receipts issued for cheque donations are subject to the successful clearance of the cheque. If a cheque is dishonoured or does not clear, the receipt will be invalid, and donors will be notified accordingly.*

3. Credit Card

Please forward (via mail) **all credit card donations** directly to Caritas Australia **immediately** after receiving them. We will process the donation and issue tax receipts directly to donors. **Do not include credit card donations on the Record of Receipts Sheet.** Send original credit card donation forms to:

Caritas Australia
GPO Box 9830,
Sydney NSW 2001

* For security reasons please **do not** email any credit card donations

Your efforts in coordinating Project Compassion in your Parish make a real and lasting impact in the lives of those experiencing poverty. Thank you for being part of this transformative mission. For further details, or if you need any help, please contact us on – 1800 024 413.