**Setting up a workplace giving program for Bendigo Foodshare**

Thank you for your interest in workplace giving to support Bendigo Foodshare.

Bendigo Foodshare sources surplus food and redistributes it to those experiencing hardship in Central Victoria. The food is provided through over 80 School Meals programs, Community Meals programs and Emergency Relief agencies.

Because the food is donated to us and we are volunteer run, we only have to cover the costs of warehousing, cool storage, and transporting the food. This means that for every $5 donated, we can provide healthy food for 80 meals.

Every donation counts. We can continue to provide this service if our community supports us. We really appreciate your help. By supporting workplace giving, you are enabling this to happen.

**Information you will require**

Bendigo Foodshare is a Charity with DGR status. Our ABN is: 80 673 290 971

You can confirm our current charity status at: <http://www.abr.business.gov.au>

Information about setting up a workplace giving program can be found on the Australian Taxation Office site at:

<https://www.ato.gov.au/Business/PAYG-withholding/In-detail/Workplace-giving-programs/>

We will provide our banking details when you are setting up the program. You can arrange to pay any donations into that account on a regular basis and email us a copy of the names, contact details and amounts donated, so that we can issue donors with tax receipts.

A copy of a workplace giving poster is attached for you to display for your staff.

Please contact us if you want any further information.

With many thanks

Cathie Steele

Chair of the Board, Bendigo Foodshare