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**AIIA WA Bursary for Studies in Asia**

**2016 Donation Appeal**

The AIIA WA Bursary for Studies in Asia fund is financed entirely through donations and fundraising activities. Contributions, whether modest or substantial, will enable the AIIA Western Australia to continue to grow and offer the bursary in 2016 and beyond.

We invite you to be a part of this fundraising drive to future-proof the bursary by becoming a donor. It’s simple! Just follow any of the donation methods below. Donations over $2.00 are tax deductible, and donors contributing $500 or more will be officially recognised as a ‘Friend of the AIIA’.

Regardless of the amount, every donation is crucial to the success of the bursary and will be gratefully received.

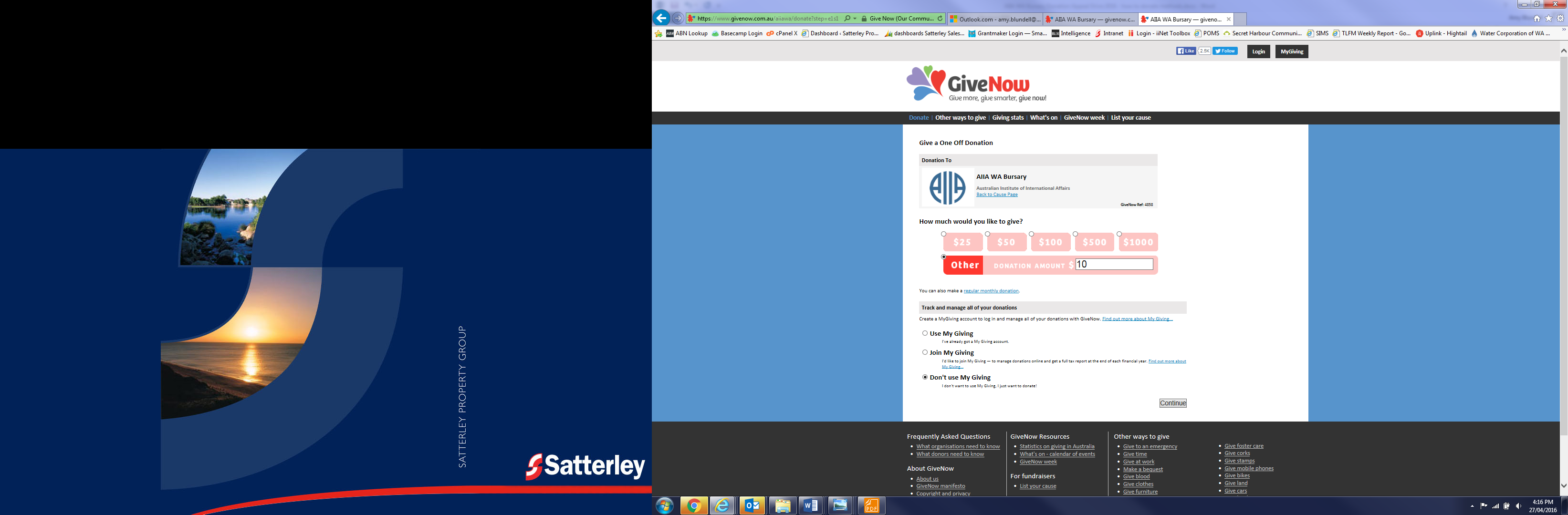
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**Donation methods:**

1. **Secure online credit card payment**
2. **Cheque/money order**
3. **Credit card - manual transaction**
4. **By special arrangement with the AIIA WA Treasurer**

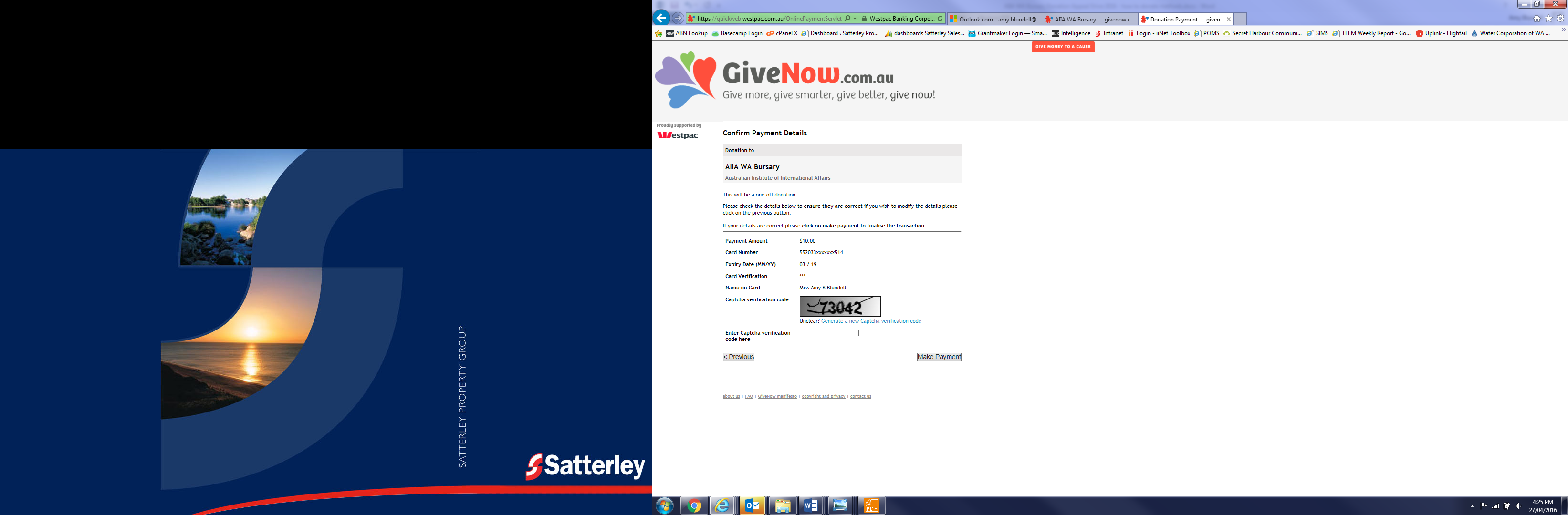
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**Method 1 – Credit card online**



1. Go to the AIIA WA ‘GiveNow’ donation portal - [www.givenow.com.au/aiiawa](http://www.givenow.com.au/aiiawa).

*'GiveNow' is a third party specialist donation facilitator with $0 processing fee.*

1. Select your donation amount.
2. Select the “I don’t use My Giving” radio button.
3. Press “Continue”.
4. Enter in your personal donor details & press “Continue”.
5. Review your details & press continue to confirm your donation. At this point, you will be transferred to a Westpac secure credit card payment page.
6. Enter your credit card details & press “Continue” (*Bank credit card transaction fees may apply*).
7. Confirm your credit card details by entering in the “Captcha verification code” & press “Make payment”.
8. You will be issued a receipt number. A donation receipt will be automatically generated & sent to your nominated email address.

*Your credit card statement will show this donation as 'GiveNow West Melbourne'. Please be aware that this name will appear on your statement rather than AIIA WA Bursary.*

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**Method 2 – Cheque/money order**

1. Complete Donation Form (attached)
2. Make cheque/money order payable to “Australian Institute of International Affairs – WA Bursary”
3. Post completed Donation Form together with cheque/money order to:

National Office

Australian Institute of International Affairs

Stephen House

32 Thesiger Court

Deakin ACT 2600

*(Note: cheque donations are processed via National Office to obtain tax deductibility)*

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**Method 3 – Credit card (manual transaction)**

1. Complete Donation Form (attached) including credit card information
2. Email, fax or print & post completed donation form to:

National Office

Australian Institute of International Affairs

Stephen House

32 Thesiger Court

Deakin ACT 2600

Fax: (02) 6285 2334

Email: [admin@internationalaffairs.org.au](mailto:admin@internationalaffairs.org.au)

*(Note: manual credit card transactions are processed via National Office to obtain tax deductibility)*

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**Method 4 - By special arrangement with the AIIA WA Treasurer**

1. Please contact the AIIA WA Treasurer, Tom Rayner, to discuss alternative payment arrangements via [treasurer.wa@internationalaffairs.org.au](mailto:treasurer.wa@internationalaffairs.org.au)

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**AIIA WA Bursary for Studies in Asia**

**2016 Donation Form**

Supporting the AIIA WA Bursary program is easy. Just complete the form below. Return via email, fax or post to:

National Office

Australian Institute of International Affairs

Stephen House

32 Thesiger Court

Deakin ACT 2600

Fax: (02) 6285 2334

Email: [admin@internationalaffairs.org.au](mailto:admin@internationalaffairs.org.au)

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**Donor details**

|  |  |
| --- | --- |
| **Name:** |  |
| **Address:** |  |
| **Suburb/City:** |  |
| **Phone:** |  |
| **Email:** |  |

**Are you a current AIIA WA member?** Yes No

**Donation towards AIIA WA Bursary**

I would like to support the AIIA WA Bursary *and* become a Friend of the AIIA\* by donating (*min $500 to qualify*):

$500 $750 $1500  $3000 Other - $

I would like to support the AIIA WA bursary fund through an alternative donation amount:

$50 $75 $100 $150 Other - $

\* *As part of its 75th Anniversary celebrations, the AIIA launched a* ***Friends of the AIIA Society****dedicated to recognising and honouring those individuals who have made an outstanding financial contribution to the organisation. If you donate $500 or more, or indicate your intention to leave a bequest to the AIIA, you will be recognised as a Friend of the AIIA in the Annual Review and at AIIA events during the year of your donation. For more information see -* [*http://www.internationalaffairs.org.au/youth-community/friends-of-the-aiia/*](http://www.internationalaffairs.org.au/youth-community/friends-of-the-aiia/)

**Donation method**

I wish to donate via:

Cheque/money order payable to “Australian Institute of International Affairs – WA Bursary program” (*please* *enclose cheque or money order with this completed form*)

Credit card (Visa/Mastercard)

|  |  |
| --- | --- |
| **Card type:** | Visa Mastercard Other - |
| **Name on credit card:** |  |
| **Credit card number:** |  |
| **Expiry (MM/YYYY):** |  |
| **CCV number (last 3 digits on back of card:** |  |
| **Signature** |  |

**Bequests (optional\*)**

I have already included a bequest to the AIIA in my will.

Please contact me to discuss a potential bequest.

* Preferred time & type of contact:

Please send me some information about leaving a bequest to the AIIA.

**\****Completing this section does not imply any legal commitment and will be treated in the strictest confidence. The Australian Institute of International Affairs strongly advises donors obtain legal advice when considering the inclusion of a bequest in their will. Suggested wording for bequests is available at* [*http://www.internationalaffairs.org.au/youth-community/friends-of-the-aiia/*](http://www.internationalaffairs.org.au/youth-community/friends-of-the-aiia/)

**Regardless of the donation method, all donors will be sent a taxation deduction receipt via post or email.**

For any questions or troubleshooting regarding donations, please contact [wa.branch@internationalaffairs.org.au](mailto:wa.branch@internationalaffairs.org.au)