



**God's Love in Action**

# Donation Form

(For mailing, please print form on both sides and mail with the self-addressed BRS envelope provided)

Name (as in NRIC/FIN) or Company Name	Title: Prof. / Dr. / Mr. / Mrs. / Mdm. / Ms.
Address (Singapore)	Postal Code
Telephone Home / Mobile	Parish, if any
Amount S\$ _____	Email (In our efforts to save the environment, only e-receipt will be sent)
Please 'tick' on one: <input type="checkbox"/> Cash (Please <b>do not send cash</b> by mail. Instead, please make an appointment to visit our office) <input type="checkbox"/> Cheque (Bank: _____ No: _____) Payable to: Caritas Singapore (Please mail cheque & donation form to us with the self-addressed BRS envelope provided)	
<p><b>Tax Deduction</b> is available with a min donation of \$10.          Donations are eligible for 250% tax deduction. For auto-inclusion of the tax deduction on your donation, all donors are required to provide their tax reference numbers (e.g., NRIC/FIN/UEN). As of 1st January 2011, IRAS will no longer accept claims for tax deduction based on donation receipts.</p> <p>Please 'tick' one of the items below:</p> <p><input type="checkbox"/> Yes, I would like tax deduction on my donation</p> <p>My NRIC/FIN/UEN No: _____</p> <p><input type="checkbox"/> No, I do not need tax deduction on my donation</p>	

*\*By submitting this form, I fully understand and consent to the collection, use, disclosure and retention of my personal information for the purposes of processing donations, performing donor relations activities, carrying out donation related evaluation/analysis, and making disclosures required by law or a relevant authority and submission of donation data to Inland Revenue Authority of Singapore (IRAS) for tax-deduction computation in accordance to the terms stated in Caritas Singapore's Data Protection Policy (A copy of which is available at <https://www.caritas-singapore.org/pdpa/>). I accept that Caritas Singapore will keep the personal data confidential and restrict access to only authorised and need-to-know personnel.*

## Contact Information

*"If you offer your food to the hungry and satisfy the needs of the afflicted,  
 then your light shall rise in the darkness and  
 your gloom be like the noonday"  
 Isaiah 58:10*

**Caritas Singapore**  
 7A Lorong 8 Toa Payoh,  
 #04-01 Caritas Agape Village  
 Singapore 319264

(Office hours: Mon-Fri, 9am – 6pm, excluding Public Holidays)

Phone: +65 6338 3448  
 Email: [donate@caritas-singapore.org](mailto:donate@caritas-singapore.org)  
[www.caritas-singapore.org](http://www.caritas-singapore.org)  
[www.instagram.com/CaritasSingapore/](https://www.instagram.com/CaritasSingapore/)  
[www.facebook.com/CaritasSingapore/](https://www.facebook.com/CaritasSingapore/)

**Thank you for your generous donations to empower the Caritas Singapore family to serve the poor and marginalised.**

**BUSINESS REPLY SERVICE  
PERMIT NO. 08030**



**CARITAS SINGAPORE COMMUNITY COUNCIL**  
7A LORONG 8 TOA PAYOH  
#04-01 CARITAS AGAPE VILLAGE  
SINGAPORE 319264

Postage will  
be paid by  
addressee.  
For posting in  
Singapore only.

**DO NOT MAIL CASH**

# CARITAS SINGAPORE FAMILY



Glue here

## How do I send my form using the Business Reply Service?

1. Please print using the "double-sided" settings on a plain white paper with weight 80gsm and above.
2. Fill up all the necessary information required in the form.
3. Fold the envelope along the dotted line and with the address facing the front.
4. Follow the instructions on which side to fold first.
5. Glue all the labelled areas stated "Glue here"
6. Make sure all sides and edges are completed sealed.
7. Drop this sealed envelope into the letter box.

### DO NOT:

1. Spot sealing or stapling is not allowed.
2. Do not staple. Glue all sides firmly.
3. Glossy stickers are not allowed.
4. Do not write on the glue area.

Fold this side FIRST

Glue here

Glue here

