

We need your  
help to secure  
the future of  
independent  
health research  
in New Zealand

**M** MALAGHAN INSTITUTE

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payrollgiving@malaghan.org.nz

PO Box 7060, Wellington 6242

www.malaghan.org.nz



Payroll Giving Donor Form

**EMPLOYER**

## What is payroll giving?

Payroll giving lets your employees make regular donations to the Malaghan Institute of Medical Research directly through their pre-tax pay. Donations are automatically tax-deductible and receive immediate tax credits, eliminating the need to collect receipts and wait until the end of the tax year to claim them.

## How does it work?

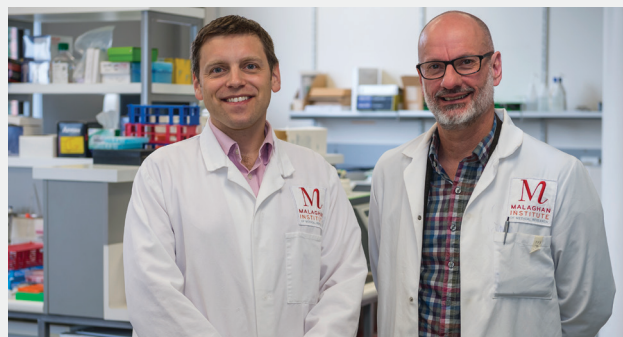
Payroll giving is easy. You deduct your employees' nominated donations from their pre-tax pay, reduce PAYE by the appropriate tax credit (calculated at 33.33 cents per dollar), then forward the donations to the Malaghan Institute.

For tax code 'M'	With payroll giving	Without payroll giving
Fortnightly Income (gross)	\$2,140.00	\$2,140.00
Less: Donation	\$20.00	
Less: PAYE	\$435.48	\$435.48
Plus: tax credit for payroll donation	\$6.67	
<b>Take home pay</b>	<b>\$1,691.19</b>	<b>\$1,704.52</b>

(The Malaghan Institute is an IRD-approved donee organisation. Visit [www.ird.govt.nz](http://www.ird.govt.nz) for more information.)

To set up payroll giving you need to:

- ensure your payroll system is payroll giving compliant
- complete the attached payroll giving employer form
- ask your employees to complete payroll giving donor forms
- regularly deduct the requested donation amount from your employees' pay
- pass on donations to the Malaghan Institute as per IRD guidelines (IR 617).



## Why offer payroll giving?

Payroll giving is a convenient and simple way to support and encourage philanthropic giving, offering both tax and administrative benefits for employees.

By choosing the Malaghan Institute as your payroll giver of choice, your organisation is helping to make a difference to improve the health and wellbeing of New Zealanders.

## How will your donations help?

All donations to the Malaghan Institute go towards our research programmes, which include:

- Cancer
- Asthma and allergy
- Gut health
- Multiple Sclerosis
- Parasitic disease
- Brain health

By choosing the Malaghan Institute for your payroll giving, you're helping secure the future of medical research in New Zealand, for the benefit of all New Zealanders.

Thank you.

## The Malaghan Institute Payroll Giving Employer Form

ORGANISATION DETAILS

NAME:

COMPANY IRD NUMBER:

ADDRESS:

CONTACT NAME:

DEPARTMENT:

PHONE:

EMAIL:

RECEIPT REQUIRED: PER DEPOSIT  PER TAX YEAR

*We wish to participate in the Malaghan Institute Payroll Giving scheme and agree to pass on employee donations as stipulated in the Inland Revenue Department Payroll Giving Guide (IR 617).*

SIGNATURE:

DATE:

NAME:

JOB TITLE:

Thank you for supporting the Malaghan Institute.

ACCOUNT NUMBER: 06 0507 0052635 30

ACCOUNT NAME: MALAGHAN INSTITUTE

REFERENCE: WILL BE PROVIDED ON RECEIPT OF THIS FORM

THE MALAGHAN INSTITUTE IS A REGISTERED CHARITY UNDER THE CHARITIES ACT 2005, NUMBER CC10357.