



**OnlineDonationsSignup**  
ourcommunity.com.au

## DONATIONS CHECK LIST

To register for your own online donations facility, you will need to carry out the following:

- ☐ Complete your Organisation Registration form – includes your banking details (Step 1)
- ☐ Complete your Campaign/ Appeal Form (Step 2) – this is what you will be seeking donations for
- ☐ Sign a copy of the Online Donations Agreement (Step 3)

A copy of your Bank Statement – this is confirm that it is an authorised bank account for your organisation.

Please send all the above to

Donations Officer,  
Our Community  
PO Box 354  
North Melbourne VIC 3051

Or fax to 03 9326 6859

**Campaign/Appeal details (Step 2) can be emailed to:**  
[donations@ourcommunity.com.au](mailto:donations@ourcommunity.com.au)