

Serial No.: LH/_____/_____



Loving Heart Multi-Service Centre (Jurong)

Block 316 Jurong East Street 32 #01-279 Singapore 600316

Contact: +65 6567 4166 Fax: +65 6569 7957

Email: contact@lovingheartjurong.org.sg

Donation & Contribution Form

PERSONAL PARTICULARS

Name of Donor/Organisation:

Residential Address:

Name of Contact Person:

Contact (HP):

Contact (O):

DECLARATION

Please read through and tick if you agree.

I consent to the collection, use, processing, and disclosure of my personal data by Loving Heart Multi-Service Centre (Jurong) for the purposes of:

- i) processing tax deductions for eligible donations by you;
- ii) creating and maintaining donor profiles in our system database for internal records and reference;
- iii) managing relationships with you (including but not limited to sending of collaterals)
- iv) generating publicity materials (including but not limited to annual report and our electronic donor board) for our services;

Signature:

Date:

DETAILS OF DONATION

Amount Donated: \$

Payment Type: Online Payment / Cash / Cheque / GIRO

Cheque No.:

Tax-Exempted Receipt: Yes / No

Receipt No.:

DETAILS OF FUNCTION (IF APPLICABLE)

Name of Function:

Event Venue:

Name of staff and Signature:

Details:

 Outright Donation Bidding Items (Specify: _____) Other Remarks: _____

FOR FINANCE OFFICER'S COMPLETION

Name of Receiver and Signature:

Designation:

Date of Deposit: