

# Online Donations: Terms and Conditions

## ***ABN Details***

***Lauriston Girls' School:*** ABN 15 004 264 402

Lauriston Girls' School is registered with the Australian Charities and Not for Profits Commission (ACNC) as a charity.

***The Lauriston Foundation Inc.*** ABN 93 250 982 468

The Lauriston Foundation Inc ('The Foundation') is registered with the Australian Charities and Not for Profits Commission (ACNC) as a charity.

The Foundation manages four funds for the purposes of receiving donations in support of Lauriston Girls' School.

The Funds below are registered with eligible to receive tax-deductible gifts

Building Fund: ABN 62 856 028 429

Library Fund: ABN 20 434 680 513

Scholarship Fund: ABN 95 471 816 595

The Education Fund is not eligible to receive tax-deductible gifts.

Education Fund: ABN 36 613 524 027

## ***Terms and Conditions and Refund Policy: online gifts***

Thank you for choosing to make donation in support of the Lauriston Foundation Inc in support of Lauriston Girls' School. We encourage you to complete the online donation form and review it to ensure all personal information and the amount of your donation is correct before making your donation.

### ***Donation Errors***

If you believe an error has been made in connection with your donation, you have 14 business days in which to notify The Lauriston Foundation Advancement Office of the error. All requests for refunds must be made in writing and directed to the Business Manager at P O Box 8110, Armadale VIC 3143 or [giving@lauriston.vic.edu.au](mailto:giving@lauriston.vic.edu.au).

The request should include the following information:

- Date of initial donation
- Amount of initial donation
- Name of donor
- Receipt number
- Nature of the error

If your refund is approved by the Business Manager, the refund will only be paid back to the credit card that was originally used for the transactions. Refunds will not be paid back to any other credit cards or bank accounts.

Any tax invoice issued for the incorrect amount will immediately become null and void and a new tax invoice will be issued with the correct donation.

### ***Change of Mind***

Refunds of donations to any of the funds managed by the Foundation will not automatically be refunded if you change your mind. Please carefully consider your donation prior to completing the online donation form. The Foundation is under no obligation to give refunds if an error has been made on your part.

## ***Terms and Conditions: Student enrolments***

Please note that Lauriston Girls' School provides parents and guardians with the Terms and Conditions associated with student enrolment as part of the quarterly fees invoice. A copy of these Terms and Conditions can be obtained by emailing [accounts@lauriston.vic.edu.au](mailto:accounts@lauriston.vic.edu.au)