

## Payment Guidance for 'Centre for Health Policy Highest Priorities Fund'

Begin by visiting the donation page at the University of Melbourne. The specific donation page for this fund (screenshot below) is accessible via: <u>https://giving.unimelb.edu.au/centre-for-health-policy-highest-priorities-fund-1</u>

Q 2 Search LBOURN Home / Centre For Health Policy Highest Priorities Fund **Centre for Health Policy Highest Priorities Fund Donation Amount** \$150 \$85 \$40 My Choice \$ DONATE How will my donation be used? Centre for Health Policy Highest Priorities Fund Amount Ś

Input the amount (\$AUD) you wish to donate, and press the 'DONATE' button to continue.

The next page is a summary of your donation. You can choose to make additional donations to other funds at this time if you wish, or simply press the "PROCEED TO PAYMENT' button (see example below).



On the payment page you have the option to create an account for your donation or proceed as a guest.

You will be asked to provide standard personal details and indicate your payment options at this step.

Importantly, this is also where you can indicate additional details for how you want your donation recorded – in more than one name, anonymously, or in honour or in memory of family, friends, colleagues. An example of the latter is shown next.

| PRE LINFELENT OF  | ВАСК   |
|---|--|
| Payment   | SUMMARY PAYMENT CONFIRMATION   |
| Login or create an account  | Subtotal     \$5.00       TOTAL     \$5.00                               |
| Or, proceed as a guest Email Address  | Centre for Health<br>Policy Highest<br>Priorities Fund<br>View Details - |
| Payment Card  |  |
| Billing Address         First Name*   |  |
| This is a joint gift with my spouse/partner   |  |
| I wish for my gift to be made anonymously   |  |
| I am making this gift in honour or in memory of someone   |  |
| Supporting the University's endeavours into the future         I am considering including a gift in my Will to the University.         I have already included a gift in my Will to the University. |  |

FINALISE DONATION

If you wish to donate in memory of someone, select that box (as indicated below) and you will then be prompted to provide their name and message in tribute to them.

| A Your card details are protected using PCI DSS v3.2 security standards. |        |
|--|--------|
| Yes, I have read and agree to the Privacy Collection Notice.             |        |
|  |        |
| This is a joint gift with my spouse/partner                              |        |
|  |        |
| I wish for my gift to be made anonymously                                |        |
|  |        |
| ✓ I am making this gift in honour or in memory of so                     | omeone |
| This gift is a*  | _      |
| In Memory  |        |
| Tributees's name/occasion*   |        |
| Margaret Kelaher   |        |
| Tributees's Message*   |        |
|  |        |
| Supporting the University's endeavours into the futur                    | e      |
| I am considering including a gift in my Will to the University.          |        |
| I have already included a gift in my Will to the University.             |        |
|  |        |

Once all details have been entered, you can complete the payment process and you will receive a notification on the screen showing your donation number (see below). A formal invoice with these details is also emailed to you after your donation has been received. **Please keep a copy of your invoice as donations of \$2.00AUD or more are tax deductible.** 



If you have any questions about donating to this fund, please email the Centre for Health Policy at <u>enquiries</u>-<u>chp@unimelb.edu.au</u>.

*Version1.0 edited 10/11/23. Due for review 09/11/24.*