

reach out aim high



**MACQUARIE**  
**PRIMARY SCHOOL**

## HOW TO MAKE A PAYMENT

### Electronic funds transfer

Macquarie Primary School  
Management Account  
BSB 032 777

Account 001586  
Please use family name and  
LIBRARY as a reference

### Quickweb

[www.macquarieps.act.edu.au](http://www.macquarieps.act.edu.au)  
Select the PAYMENT tab which  
takes you to Quickweb, hosted  
by Westpac Banking Corporation

Please use family name and  
LIBRARY as a reference

### In person – cash or cheque

Please make cheques payable to  
Macquarie Primary School.  
Please seal cash or cheque in an  
envelope and write your details  
on the front. Hand to class  
teacher or front office.

# LIBRARY TRUST FUND

## WHAT IS A LIBRARY TRUST FUND?

A Library Trust Fund is a fund established in accordance with Australian Taxation Office rules to allow tax deductible donations to be made by members of the community. The use of the funds is limited to:

- Establishing and/or maintaining the Library at the School for the use of the School.
- Preserving and maintaining the collection of books and other materials for reading, study or reference.
- Acquiring by purchase books and other materials for reading, study or reference.

## BENEFITS OF THE FUND

### Benefits to families...

All donations over \$2 are tax deductible. You will receive a receipt for your tax records.

### Benefits to our students...

The library trust fund will allow the school to focus on ongoing improvements to our resource materials and library environment.

## WHAT IS THE PURPOSE OF THE FUND?

All tax-deductible donations will go towards improving the Macquarie Primary School Library resources and environment.

Our priority over the next 5 years is to create an inviting and modern library space filled with quality resources.

## HOW MUCH SHOULD I DONATE?

Families may choose the amount they wish to donate. Families may also choose to donate to the Library Trust Fund in addition to, or instead of the regular voluntary contribution.

## HOW WILL THE DONATIONS BE MONITORED?

Macquarie Primary School is committed to the responsible management and oversight of the donations in line with the Australian Taxation Office requirements. The status of the fund will be reported to the School Board on a monthly basis.

*All donations are completely voluntary and your child will not be refused benefits or services if you choose not to make a financial contribution. Individual records of contributions are confidential, as specified in the Education Act 2004.*