

## INFORMATION MEMORANDUM

(Revised April 2013)  
Please retain for future reference

Please note carefully that **30th June** is the closing date for applications to the Fund.

Applicants must complete the attached Application Form. Consideration will be based on the information provided on the face of the form.

In order to be considered eligible, applicants requesting funding from The William Angliss (Queensland) Charitable Fund must provide the following documentation:

1. A Constitution.
2. A Certificate of Incorporation, if applicable, and a Statement of Purposes.
3. A copy of your organisation's latest audited Financial Statements.
4. A photocopy of a letter from the Australian Taxation Office evidencing your organisation's Notice of endorsement for charity tax concessions.

Once this documentation has been provided, so long as there has been no change or amendment to the Constitution or to the conditions relating to income tax exemption, it is not necessary to provide duplicate copies of the documentation each year.