Donating through your pay

Donating through your pay (payroll giving) allows you to support children, young people and their whānau to navigate through tough times by making a regular donation that is automatically deducted from your pay.

How it works

Your donation is taken out of your pay before it goes into your bank account. If you give more than $5 you will get a third of your donation as an immediate tax rebate – you don’t need to wait until the end of the year to fill-in a tax form.

So, if you want Skylight to receive a $30 donation from you, you will only see $20 come out of your take home pay (the other $10 is the tax portion). Skylight benefits from the full $30 but the donation only costs you $20.

It’s easy

You choose an amount that you want to give, and you can start, stop or change the amount of your donation at any time. Your employer deducts your donation directly from your pay, reduces your PAYE by the appropriate amount and then forwards the donation to Skylight.

Talk to your employer about payroll giving – it may already be available where you work. If it is, these three steps are all it takes to set it up:

1. Give your employer our details:

Legal name: Skylight Trust

Postal address: PO Box 7309, Newtown, Wellington 6242

Charities Services: CC27206

Bank account: ANZ 06 0501 0788246 26

1. Tell your employer how much you would like to give and how often (e.g. each pay)
2. Let us know your contact details so we can say thank you, email info@skylight.org.nz with your name and address.

If your workplace doesn’t already have payroll giving set up, it’s easy for them to do.

An employer can be eligible to offer payroll giving to staff if they lodge their monthly schedule and deduction form electronically with IRD.

The employer must pass on the donations from their staff in a timely manner – usually within a maximum of two months. At the end of the tax year Skylight will send the employer an acknowledgement letter detailing the donations made by their staff through the year.

Skylight is an approved donee organisation with IRD. There’s [more information](http://www.ird.govt.nz/income-tax-individual/tax-credits/payroll-giving/) on the IRD website.