



Give As You Earn email Instruction for your HR Department/Payroll Department

Subject Line:

Payroll Giving to Northern Ireland Charities Together

Email:

Hello (insert name)

I'm aware that we offer payroll giving through a payroll giving scheme as part of our employee's benefits.

I'd like to start using this scheme to make my charitable donations more efficient. I know that some employers match employee donations, is that something you offer?

Could you please let me know how to sign up to the scheme so that I can get started.

Kind Regards,

(your name)

Northern Ireland Charities Together, 40-44 Eglantine Avenue, Belfast, BT9 6DX.