

## INFORMATION MEMORANDUM

(Revised September 2006)  
Please retain for future reference

Please note carefully that **31st July** is the closing date for applications to the Fund.

Applicants must complete the attached Application Form. All 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. An Annual Report including financial statements  
If the Annual General Meeting has not been held by 31st July in a given year, it is permissible to forward the previous year's Annual Report and then forward the current Annual Report as it becomes available
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.

The following entities are excluded from making application to the Fund at the discretion of the Trustees of the Will of Sir William:

- Government and non-government schools
- Surf life-saving clubs
- University departments aside from research departments
- Research organisations involved in embryonic stem cell research

Travel grants of any nature are also excluded.