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**MEMO**

**TO: Centres , Regional Representatives**

**FROM: Executive Officer**

**DATE: Tuesday 26th November,2019**

**RE: Emergency Relief Fund**

**Hi Everyone,**

**The Board would like to remind Centres that we have created an Emergency Relief Fund which is available to all Centres throughout NSW. This Fund is primarily to relieve the stress and hardship created as a result of any natural disaster or incidents that impact on your Centre’s operation.**

**Each written application will be considered on it’s individual merits and must be accompanied by an up to date copy of financial reports. Although initially considered a no interest loan with no payment time frame, if circumstances dictate the Board has the ability to consider waiving the loan.**

**Please don’t “suffer in silence “, the Board are extremely concerned about all our Centres facing these extreme weather conditions and want to hear from you if you need assistance.**

**Kind regards,**

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