

June 2020

Dear Members,

We are proud to be working in conjunction with Saputo Dairy Australia to offer a special limited-edition Gift Card, redeemable at all LBA Members business. As a thank you to their staff for their efforts during the COVID-19 pandemic, Saputo are offering all their Leongatha staff a \$50 gift card that can be used with all LBA Members. You will expect to see these Gift cards around July 2020. Please see below FAQ's & re-imburement instructions.



Who can accept these cards?

Only **Current & Paid members** of the Leongatha Business Association. These businesses are listed on our webpage and Gift Card holders are directed to our site to see which businesses are participating.

How do I process the voucher?

Each business has their own way of entering vouchers into their POS. We ask that you use your existing process but retain a copy of the purchase receipt to pass on to us.

**It is important that you also notify your staff members of these cards and how to deal with these transactions.*

Learn & grow together as a community to develop business in Leongatha

What can the customer use these gift vouchers on?

It is part of the terms & conditions that each LBA member can stipulate what products & services these gift cards can be used for. We encourage all Gift Card holders to contact LBA Members directly if they have any queries.

Can the card be used for multiple purchases at different stores?

No, All Gift Cards must be redeemed in one transaction at one location.

How do I get reimbursed for the Gift Card?

Retain a copy of your sale receipt along with the redeemed gift card. Complete a Reimbursement form (this can be downloaded from our website), you can post or email this to the LBA. The LBA will then reimburse the funds directly to your bank account. It is important that the sales receipt & gift card is included, in order for your Reimbursement form to be valid.

How long are these cards valid for?

The Gift Cards are valid for 36 months from date of issue.

How do I know I've received a genuine Gift Card?

Only 365 of these cards have been issued and all cards have a serial number printed. The LBA records all redeemed Gift Cards.

If you have any further queries regarding this matter. Please do not hesitate to contact me at leongathaba@hotmail.com or on **5662 5216** (during business hours).

Kind regards,

Sovanna Bruning
Secretary, Leongatha Business Association.