



The Wykeham Collegiate

Old Girls' Guild

Connecting our Past to the Future

Donation towards Digitising of the Archives

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Dear Old Girl

Our archives department along with the Old Girl's Guild has committed to embarked on a project to build a digital archive. The process of building a digital archive will take a number of years and will continue year-on-year as digital files from each year are captured and loaded. The initial effort has been to digitize a number of the school magazines that can be searched on this system.

Although this may look like a simple website, it is actually the web interface to what is known as a digital asset management system that will preserve our valuable digital files for future generations and present them to our community. It is not designed primarily for viewing material online, but rather finding the material you are looking for and then ordering a high resolution download.

In an effort to speed up this costly and lengthy process a donation towards to digitising of your years' magazine and/or photographs or other documentation would be gratefully received.

I would like my donation to go towards:

- Digitising my years' school magazine/photo's.
- Digitising any items from the archives.

Please select your donation option:

- Donate Online via the Old Girls page on the TWC website (www.twc.org.za) to the value of R_____
- Donate via EFT directly into the Old Girls fund account to the value of R_____

BANKING INFORMATION AND DETAILS

Bank: First National Bank

Branch: Midlands Mall (Branch Code: 257-355)

Acc Name: The Wykeham Collegiate Old Girls

Acc No: 62383072643

Reference: **OG SURNAME INITIAL** For example: **OG SMITH J**

SWIFT number for out of S.A payments: FIRN ZA JJ XXX

- Donate via Monthly Debit Order directly into the Old Girls fund account to the value of R_____ per month.

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Full Name: _____

Maiden Name: _____

Postal Address: _____

Contact Phone No: _____

Email Address: _____

I would like to make this donation anonymously Yes (✓) No (✓)

I would like a tax certificate Yes (✓) No (✓)

Signature: _____

Date: _____

**Please return the completed form to
Jenny du Plessis, Old Girls Liaison Officer, via email address: oldgirls@twc.org.za**