

**Make Your Sunday Contributions Easy!**

As a parishioner, you are now able to have your Sunday contributions electronically transferred directly from your checking or savings account.

St. Augustine will debit your account for a specified amount two times per month on the 1st and the 15<sup>th</sup>.

Example: If you normally contribute \$25 per Sunday at 52 Sundays per year, for a total of \$1300/year.....divided over 24 debit periods (1st and 15<sup>th</sup> of each month), this translates to about \$55 per debit period. This amount will then be automatically deducted from your account on the 1st and 15<sup>th</sup> of each month.

Please complete the form below and return it (with a voided check or savings deposit slip) in an envelope in the Sunday collection or drop it off in the parish office.

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**DEBIT AUTHORIZATION FORM**

Authorization agreement for pre-arranged payments (debits)

NAME \_\_\_\_\_ ENV # \_\_\_\_\_

I hereby authorize St. Augustine Church to initiate debit entries to my checking/savings account indicated below and the financial institution named below.

NAME OF FINANCIAL INSTITUTION \_\_\_\_\_

BRANCH \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

TRANSIT/ABA NO. \_\_\_\_\_ ACCOUNT NO. \_\_\_\_\_

Please deduct \$ \_\_\_\_\_ on the 1st and 15<sup>th</sup> of each month from my:

\_\_\_\_\_ Checking                      \_\_\_\_\_ Savings

This authority is to remain in full force and effect until written notice from me has been received by the company and financial institution.

NAME (please print) \_\_\_\_\_

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

## Direct Answers to Questions about Electronic Contribution

Q: What is Electronic Contribution?

A: Electronic Contribution is an automatic transfer program, which allows you to make contributions to your church without writing checks.

Q: What are the advantages of Electronic Contribution?

A: It saves you time. It simplifies your life. you also help the church stabilize the budget and save money.

Q: How is my Electronic Contribution automatically deducted from my account?

A: Once you authorize the transfer, your specified contribution is electronically transferred directly from your checking or savings account to the church's account.

Q: When will my contribution be deducted from my account?

A: Your contribution will be deducted from your account on the 1st and 15<sup>th</sup> of each month.

Q: How much does Electronic Contribution cost?

A: It costs you nothing and saves you time and possibly postage!

Q: If I don't write checks, how do I keep my checkbook balance straight?

A: Since your contribution is made at a pre-established time, you simply record it in your check register on the appropriate date.

Q: Without a cancelled check, how can I prove I made my contribution?

A: Your bank statement gives you an itemized list of electronic transfers. It's your proof of contribution. In addition, the church will continue to send out a year end statement showing your total yearly contributions.

Q: Is electronic Contribution risky?

A: Electronic Contribution is less risky than check contribution. It cannot be lost, stolen or destroyed in the mail, and it has an extremely high rate of accuracy.

Q: What if I change bank accounts?

A: Upon request, the parish office will provide a new authorization form to complete.

Q: What if I want to contribute to Holy Days or special collections; do I still use envelopes?

A: Special offering envelopes are handled as always. In other words, only debit entries authorized for the 1st and 15<sup>th</sup> of the month are taken electronically. Special collection and Holy Days are still handled with envelopes.

Q: What if I try Electronic Contribution and don't like it?

A: You can cancel your authorization for Electronic Contribution at any time by notifying us in writing.

Q: How do I sign up for Electronic Contribution?

A: Complete and sign the attached authorization form and put in the collection basket or return it to the parish office with a voided check or savings deposit slip.