

Church of St. Andrew

Electronic Funds Transfer

For Office Use Only

Envelope # _____

Date Contributions/Payments to begin: _____

Offertory Contribution & Tuition Information

Please begin automatically deducting a total of \$ _____ from my account each month, beginning the month of _____. Please distribute the funds as follows:

- \$ _____ to the Regular Contributions
- \$ _____ to the Capital Campaign SOF II as of July 1 2014
- \$ _____ to the Legacy Scholarship Program
- \$ _____ to Tuition K-5 (15th only)
- \$ _____ to Preschool Tuition (1st only)

Please note:

Electronic Transfers will be made on the following dates:

I elect the 1st 15th Semi-monthly Weekly

Name on Account (Please Print):

Address:

City/State/Zip:

Email Address:

Please accept contributions/payments from my: Checking Account (Attach a voided check)
 Savings Account (Attach a savings deposit slip)

Bank Name:

Account Number:

Checking Account Routing #:

I authorize the Church of St. Andrew to process debit entries from my account. This authority will remain in effect until I give reasonable notification to terminate this authorization.

Authorized signature on the account

Date: _____

Monthly Offertory Contributions and Tuition Payments

Staple voided check or savings deposit slip here.

Return to the Parish Office Attn: Melissa Anderson, 763-441-1483x310

Direct Answers to Questions About Electronic Offertory Contributions and Tuition Payments

Q. What is Electronic Contribution/Payment?

A. Electronic contribution/payment is an automatic transfer program which allows you to make contributions to the Offertory, Capital Campaign and /or School Tuition without writing checks.

Q. What is the advantage of Electronic Contribution/Payment?

A. It saves you time! It saves you work! It saves you postage! It simplifies your life! You also help the church/school stabilize its budget and save money.

Q. How is my electronic contribution/payment 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/payment be deducted from my account?

A. Monthly contributions/payments will be transferred from your account on either the 1st or the 15th of each month, whichever day you elect.

Q. If I do not write checks, how do I keep my checkbook balance straight?

A. Since your contribution/payment is made at a pre-established rate, you simply record it in your checkbook register on the appropriate date.

Q. Is electronic contribution risky?

A. Electronic contribution is less risky than check contribution/payment. It cannot be lost, stolen or destroyed by mail. It has an extremely high rate of accuracy.

Q. What if I change checking accounts?

A. Notify us and we will give you a new authorization form to complete.

Q. How do I change the amount of my contribution?

A. Complete a new authorization form and return it to the church office.

Q. How much does electronic contribution cost?

A. It costs you nothing and it saves you time.

Q. What if I try electronic contribution and don't like it?

A. You can cancel your authorization by notifying us at any time. But, once you've enjoyed the convenience, time and money savings of electronic contribution/payment, we doubt you will want to go back to making contributions/payments the way you did before.

Q. How do I sign up for electronic contribution/payment?

A. Complete and sign the authorization form on the reverse side and return it to the church office along with a voided check or savings deposit slip.

Q. How will my electronic contribution/payment be recorded?

A. A record of your offering will appear on your bank statement, as well as, your parish contribution or tuition statement.

Please see the other side of this page for Authorization Form.