

# Electronic Giving

*Open your heart without opening your checkbook*

*Electronic Giving* is the term used to describe automatic methods for making contributions on a regular basis without the need to write checks, carry cash or prepare envelopes. Although *Direct Debit Giving* is the original and most popular form of electronic giving, the term is now widely used to describe *Credit & Debit Card Giving* and *Online Giving* as well. The following discussion pertains *only* to Direct Debit Giving.

## Frequently Asked Questions About Direct Debit Giving

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- Q. What are the major advantages of electronic giving by direct debit?**
- A. Direct debit is all about convenience for you and consistency for the church. Electronic giving eliminates frequent check writing and helps members stay on track with pledges even when they are unable to attend services. The church in turn benefits from much-needed donation consistency and a reduction in the volume of check and cash contributions that must be handled and manually processed in the church office.
- Q. How does Direct Debit Giving work?**
- A. Contributions are transferred automatically from your checking or savings account to the church's bank account.
- Q. How are my automatic contributions deducted and transferred?**
- A. First, you sign and return an authorization form to the church indicating the amount you wish to contribute on a regular basis. Contributions are then transferred through the Automated Clearing House (ACH) network—the same network already used by families to make mortgage and utility payments or to receive payroll earnings and Social Security income. Direct debit goes by other names including Electronic Funds Transfer (EFT), automatic payment, or simply, ACH.
- Q. When will my contribution be debited from my account?**
- A. A debit to your account will occur each month on the date you specify on your authorization form.
- Q. How will I keep track of contributions in my check register?**
- A. Since your contribution is made at a pre-established time, you simply record it in your check register on the appropriate date. Electronic contributions will appear on your bank statement.
- Q. What can I use to prove I made a contribution?**
- A. Your bank statement will show an itemized list of electronic transactions that can be used as proof of your contributions.
- Q. Is giving by direct debit risky?**
- A. It is certainly less risky than writing checks or carrying cash to church. To process electronic donations, the church uses Vanco Services, LLC—an established and highly-regarded company that moves funds directly from church members to the church on the same day without any delay. Vanco processes contributions for more than 10,000 churches and nonprofit organizations.
- Q. How much does direct debit giving cost?**
- A. It costs you nothing and it costs the church very little. It is the lowest cost method of transferring funds.
- Q. What if I try electronic giving by direct debit and don't like it?**
- A. You can cancel your authorization at any time by notifying the church.
- Q. How can I sign up for electronic giving by direct debit?**
- A. Complete, sign and return an authorization form to the church office.

# AUTHORIZATION FORM

St. Patrick Historical Parish

ES13686

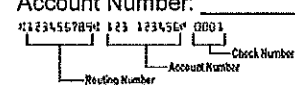
FOR OFFICE USE ONLY	ENVELOPE/DONOR #	DATE
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Effective date of authorization: \_\_\_\_\_

Type of Authorization Form:

<input type="checkbox"/> New Authorization	<input type="checkbox"/> Change banking information
<input type="checkbox"/> Change donation amount	<input type="checkbox"/> Discontinue electronic donation
<input type="checkbox"/> Change donation date	

Last Name	First Name	
Address		
City	State	Zip
Email Address		

Please debit my donation from my (check one): <input type="checkbox"/> Checking Account (attach a voided check below) <input type="checkbox"/> Savings Account (contact your financial institution for Routing #)	Routing Number: _____ <i>Valid Routing # must start with 0, 1, 2, or 3</i>  Account Number: _____ 
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<b>DATE OF FIRST DONATION:</b> ____/____/____	<b>FREQUENCY OF DONATION:</b> (check only one) <input type="checkbox"/> Weekly on Mondays <input type="checkbox"/> Semi-monthly on the 1 <sup>st</sup> and 15 <sup>th</sup> <input type="checkbox"/> Monthly on the 1 <sup>st</sup> <input type="checkbox"/> Monthly on the 15 <sup>th</sup>	<b>FUNDS AND AMOUNTS:</b> <input type="checkbox"/> General/Operating \$ _____ <input type="checkbox"/> Building \$ _____ <input type="checkbox"/> _____ \$ _____  <div style="text-align: right;"><b>Total</b> \$ _____</div>
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**AGREEMENT**

I authorize the above church and Vanco Services, LLC to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please attach voided check here.**