

**ST. PETER CATHOLIC CHURCH  
216 BROADWAY, JEFFERSON CITY, MO 65101  
(573) 636-8159**

**Authorization Agreement for Electronic Church Contributions**

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**Parishioner:**

Name(s): \_\_\_\_\_ Envelope # \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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**Financial Institution / Account Information**

**CHECKING**

**SAVINGS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Routing #: \_\_\_\_\_ Account #: \_\_\_\_\_

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**DEBITS TO THE ABOVE ACCOUNT IN THE AMOUNT OF: \$ \_\_\_\_\_ WILL BE MADE:  
(CHECK ONE)**

MONTHLY ON THE 1<sup>ST</sup> OF EACH MONTH

SEMI-MONTHLY ON THE 1<sup>ST</sup> AND 15<sup>TH</sup> OF EACH MONTH

MONTHLY ON THE 15<sup>TH</sup> OF EACH MONTH

SEMI-MONTHLY ON THE 15<sup>TH</sup> AND LAST DAY OF EACH MONTH

MONTHLY ON THE LAST DAY OF EACH MONTH

I / We hereby authorize St. Peter Catholic Church to initiate debit entries to my / our account indicated above at the financial institution indicated above and to debit the same to such account. I / We acknowledge that the origination of ACH transactions to my / our account must comply with the provisions of U.S. law.

This authorization will remain in full force and effect until St. Peter Catholic Church has received written notification from me / us of its amendment or termination in such time and in such manner as to afford St. Peter Catholic Church a reasonable opportunity to act on it. In the event St. Peter Parish debits this account erroneously, I / We authorize St. Peter Catholic Church to credit the account for an amount not to exceed the original transaction. I / We recognize it is my / our sole responsibility and duty to verify that the account has sufficient funds to honor the debit entry.

X \_\_\_\_\_  
Authorized Signature

X \_\_\_\_\_  
Authorized Signature

DATE EFFECTIVE: \_\_\_\_\_

**THIS IS AN ADJUSTMENT TO A CURRENT AGREEMENT**

**\*\*PLEASE ATTACH A VOIDED CHECK OR SAVINGS DEPOSIT TICKET HERE\*\***

## FREQUENTLY ASKED QUESTIONS ABOUT ELECTRONIC CONTRIBUTIONS

### **What is Electronic Contribution?**

Electronic Contribution is an automatic transfer program which allows you to make contributions to St. Peter Catholic Church without writing checks. This type of a contribution is also called an ACH transaction, which stands for Automated Clearing House.

### **What are the advantages of Electronic Contribution?**

It saves you time! It simplifies your life! You also help our parish in budgeting and planning ahead for the needs of our parish, the St. Peter Interparish School, and the Vogelweid Learning Center. Electronic contributions save us all time and effort.

### **How is my Electronic Contribution automatically deducted from my account?**

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

### **When will my contribution be deducted from my account?**

Your contribution will be deducted from your account on the dates you specify. Unless, a date that you specify is a holiday; in that case, your contribution will be deducted on the next business day.

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

Since your contribution is made at a pre-established time, you simply record it in your check register on the appropriate date. Your monthly bank statement will also note the date and amount of all electronic transfers.

### **Without a cancelled check, how can I prove I made my contribution?**

Your bank statement gives you an itemized list of electronic transfers. It's your proof of contribution. Our parish will also continue to prepare quarterly statements for parishioners; these can serve as an important record for income tax purposes.

### **Is Electronic Contribution risky?**

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

### **What if I change bank accounts?**

Just contact our parish office, and we'll send you a new authorization form to complete.

### **How much does Electronic Contribution cost?**

It costs you nothing and saves you time! It doesn't cost the parish anything either.

### **I like to give to the special collections throughout the year. How will I be able to do that?**

You can still continue to have envelopes mailed directly to you. That way, you'll get all the special collection envelopes. Call the parish office, if you'd rather not continue receiving envelopes.

### **I like being able to put something in to the collection basket when I come to church. With electronic contributions I won't have anything to put in, right?**

There is a check box () across from our parish name, on the top right of your weekly regular envelopes. To the right of the box are the words, "I/We Give Electronically." If you wish to, just check this box, and then go ahead and put your regular envelopes in the collection basket. It's that easy!

### **How will Electronic Contributions be noted on my quarterly contribution statement?**

Electronic Contributions will be noted by the abbreviation, ABT (Automated Bank Transfer). You may also hear of Electronic Contributions being called electronic giving or referred to as ACH, as mentioned above, or EFT (Electronic Fund Transfer).

### **What if I try Electronic Contribution and don't like it?**

You can cancel your authorization for electronic contribution at any time by notifying us in writing. But, once you've enjoyed the convenience, time and money savings of Electronic Contribution, we doubt you'll want to go back to making contributions the way you did before.

### **How do I sign up for Electronic Contribution?**

Complete and sign the attached authorization form and return it to our parish office along with a voided check or savings deposit slip. Please allow two weeks for processing.

***Please feel free to call the parish office if you have any questions, 636-8159. Please keep in mind that signing up for Electronic Contributions is completely voluntary.***