

St. Thomas More Church

ELECTRONIC GIVING

Open your heart without opening your checkbook.

FREQUENTLY ASKED QUESTIONS ABOUT ELECTRONIC GIVING

Q. What is electronic giving?

A. Electronic giving is a direct payment program whereby your contribution is debited automatically from your checking or savings account.

Q. What are the advantages of electronic giving?

A. It makes it easy to fulfill stewardship commitments, even when you can't attend church. You never have to bring cash or checks to church. Giving electronically also helps the church save money and more accurately determine its budget!

Q. How are my contributions automatically deducted from my account?

A. Once you complete and sign an authorization form and return it to us, the contribution amount you specify will automatically be transferred from your bank account to the church's bank account.

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

A. Your electronic contribution will be debited on the date you specify on the authorization form.

Q. If I signed up already and are currently using electronic giving, do I need to fill out a new form?

A. If you are already making electronic contributions, you do NOT have to complete a new form. You only need to complete a new form if you wish to change the amount of your donation or change the date or frequency of transfer.

Q. If I do not 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. Electronic contributions are recorded for you on your bank statement.

Q. Without a canceled check, how can I prove I made my contribution?

A. Your bank statement gives you an itemized list of electronic transactions. It is your proof of contribution along with the statement of contributions that you will receive from St. Thomas More at the end of the year.

Q. What if I change bank accounts?

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

Q. Is electronic giving risky?

A. It's less risky than writing checks or bringing cash to church. Electronic contributions cannot be lost, stolen or destroyed and have an extremely high rate of accuracy.

Q. How much does electronic giving cost?

A. It costs you nothing!

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

A. You can cancel your authorization by notifying the church at any time.

Q. How do I sign up for electronic giving?

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

Reasons to sign up for Electronic Giving:

- No need to write checks or bring cash to church
- Peace-of-mind knowing that the church is receiving your contribution even if you are unable to attend
- More secure than checks
- All contributions are recorded for you on your bank statement with date of settlement
- IT COSTS YOU NOTHING!

SIGN UP TODAY . . . authorization form attached.

Mail to: St. Thomas More Catholic Church – 11441 Goodwood Blvd. – Baton Rouge, LA 70815
--Or-- Drop completed form off at church office.

**AUTOMATIC BANK DRAFT
AUTHORIZATION FORM**

St. Thomas More Church

11441 Goodwood Blvd.

Baton Rouge, LA 70815

ACH 108

FOR OFFICE USE ONLY

ENVELOPE #

DATE

Effective Date: _____

Type of Authorization Form:

New Authorization

Change banking information

Change donation amount

Discontinue electronic donation

Change donation date

Last Name

First Name

Address

City

State

Zip

Please debit my contribution from my (check one):

Checking Account (attach a voided check)

Savings Account (attach a savings deposit slip)

Routing Number: _____

Valid Routing # must start with 0,1,2, or 3

Account Number: _____

Date of first contribution:

____ / ____ / ____

Frequency of contribution:

Semimonthly

transferred on the
1st and 15th

\$ _____

Monthly

transfer on the 1st

transfer on the 15th

\$ _____

Special Instructions:

AGREEMENT

I hereby authorize ***St. Thomas More Church*** to process debit entries to my account. I have attached a voided check or savings deposit slip. This authority will remain in effect until I give reasonable notification to terminate this authorization.

Authorized Signature on my account:

Date:

Please attach a voided check or savings deposit slip and return in a sealed envelope labeled ATTN: Bookkeeper.