

AUTHORIZATION AGREEMENT FOR AUTOMATIC WITHDRAWAL OF FUNDS

Friendship United Methodist Church
305 E Boughton Rd. Bolingbrook, IL 60440

11005519337

Envelope # (leave blank if not applicable)		Note: Your phone number and email address will only be used in the event of a question or problem	
Last Name		First Name	
Address			
City		State	Zip
Phone No:		Email Address:	

Date of first contribution: ____/____/____	Frequency of contribution: (please check only one) <input type="checkbox"/> Weekly – Mondays <input type="checkbox"/> Semi-Monthly – 1 st and 15 th <input type="checkbox"/> Monthly on the 1 st <input type="checkbox"/> Monthly on the 15 th	Church fund designations and amounts: <input type="checkbox"/> General/Operating \$ _____ <input type="checkbox"/> Special Gifts \$ _____ <input type="checkbox"/> Other \$ _____ <div style="text-align: right;"> Total \$ _____ </div>	
		Special Instructions: _____	

CHECKING / SAVINGS	Please debit my contribution from my (check one): <input type="checkbox"/> Savings Account (contact your financial institution for Routing #) <input type="checkbox"/> Checking Account (staple a voided check below)	Routing Number: _____ Valid Routing # must start with 0, 1, 2, or 3 Account Number: _____
	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: _____	

CREDIT CARD	Please charge my contribution to my (check one): <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover Card
	Credit Card Number: _____ Expiration Date: _____
	Name on Card: _____
	Billing Address (if different from above): _____
	I authorize the above church and Vanco Services, LLC to charge my credit card in accordance with the information above. Signature (as it appears on the credit card): _____ Date: _____

Please staple voided check over credit card section above if using checking account. Updated December 3, 2010

For office use only: Date of transaction entry _____ Initials _____

ELECTRONIC GIVING IS AVAILABLE AT FRIENDSHIP CHURCH

As United Methodists, we promise to be faithful in our prayers, our presence, our gifts, and our service. Traditionally, giving at friendship Church has been done by cash or check, often in an “envelope” from the church, but often just “loose” in the collection plate. As you review your 3rd Quarter Giving Statement, and consider your stewardship commitment for the coming year, we urge you to consider Electronic Giving.

We offer two options for giving to the church electronically. These services are set up with a provider chosen by the General Council on Finance and Administration of the United Methodist Church.

The first is through **Electronic Funds Transfer**. This is an automatic deduction from your checking or savings account on a regularly scheduled basis, just as you may pay your utility bill or your mortgage. This can be done weekly, twice a month, or monthly.

The second is through the use of **credit cards or debit cards from Visa, MasterCard or Discover**, charging your contributions to the church to your preferred credit card. If you choose this option, we ask that there be a \$10.00 minimum charge and that donations be made monthly. Since there is a fee paid to the credit card company, we suggest that anyone choosing to make their contributions by credit card prayerfully consider raising the amount of their gift by about 3% to help offset that fee. Your record of giving will reflect the entire amount of your gift.

While both of these giving modes are suggested as ways to pay your pledge or regular gift amount, they can also be used to make one-time or special gifts. Complete the Special Instruction block and indicate the amount of the gift.

These two electronic giving options can simplify your giving. Just fill out the authorization form and the deductions or charges will be processed automatically. It’s simple, easy, and automatic.

Your banking and credit card information will be used **ONLY** for the contributions that you indicate. An Electronic Giving Coordinator and/or Financial Secretary will be the only persons to see your information and the completed authorization forms will be filed and kept confidential. You can complete the authorization form, seal it in an envelope and mark that envelope for “Electronic Giving Coordinator” and put it in the offering plate or give it to one of the church staff members.

Carol Fetters is the Electronic Giving Coordinator. If you have any questions about Electronic Giving, please call her at 630-739-2230.

Completing the Authorization Form:

The form is basically self-explanatory. Fill in your name, address, phone number and email address (if you have one). The phone and email are only for use if there is a question about your form or if there is a problem with the bank or Credit Card Company.

Indicate the date you want to start electronic giving. Mark the frequency of your contribution and complete the amount that you want to give on that schedule. For bank transfers, indicate the routing and account numbers and attach a voided check. Then sign and date the authorization. For credit card charges, mark the type of card, fill in your account number and the name on the card and the correct billing address if it is different than what you entered above. Sign and date the authorization.