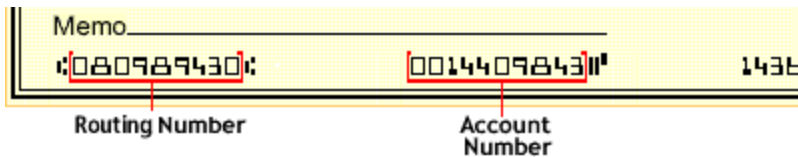


TO: AUMC Members & Friends:  
FM: Roger Plessner, Finance Chair  
RE: Electronic Giving

The Finance Committee is excited about offering “electronic giving” to the members of the Auburn United Methodist Church. The attached form is fairly self-explanatory. The top box provides some frequently asked questions, and the bottom box needs to be completed by you before you give it to the Church Administrative Assistant.

We are requesting that you void a check and staple it to the top half of the form so we can verify your bank’s routing number and account number, as shown in the example below.



If you are drawing funds from a saving account, please confirm with your financial institution the proper routing and account number that you should use.

Here are just a couple of reminders. While electronic contributions do not cost you anything, the service does cost the church a small fee each time you change the amount of your contribution. This is not to say that you cannot change your contribution when you need to, but please be mindful that there is a cost associated with that change and try to limit changes to as few as possible.

As with checks that are returned to the church for insufficient funds, there is a fee incurred by the church should there be insufficient funds in an account that electronic giving attempts to draw funds from. While we do not anticipate this being a problem, please be aware of the need to have available fund in the account, just as if you were writing a check from it. Any fees for insufficient funds will be expected to be paid for by the account owner.

We are only using electronic giving for general contributions at this time. You should continue to use your existing method for all non-general contributions. As the utilization of the service grows, we will expand the use to other areas accordingly.

Electronic banking has become very routine and very safe. We think it is a safe and convenient alternative to writing checks. We appreciate your decision to participate in the electronic giving program and as always, we will hold your giving information in the strictest confidence.

Finally, please do not forget to sign and date the form at the bottom. We will not proceed without your written authorization.

Thank you, again, for deciding to participate with electronic giving.

# AUTHORIZATION FORM



Name of the organization: Auburn United Methodist Church 16130588541

FOR OFFICE USE ONLY	ENVELOPE/DONOR #	DATE
Effective date of authorization: ____/____/____		
Type of authorization: <input type="checkbox"/> New authorization <input type="checkbox"/> Change donation amount <input type="checkbox"/> Change donation date <input type="checkbox"/> Change banking information <input type="checkbox"/> Discontinue electronic donation		
Last Name	First Name	
Address		
City	State	Zip
Email Address		
DATE OF FIRST DONATION: ____/____/____	FREQUENCY OF DONATION: <input type="checkbox"/> Weekly – Mondays <input type="checkbox"/> Monthly on the ____	FUNDS: <input type="checkbox"/> General/Operating AMOUNTS: \$ _____  Total \$ _____
<b>CHECKING / SAVINGS</b>	Please debit my donation from my (check one): <input type="checkbox"/> Savings Account (contact your financial institution for Routing #) <input type="checkbox"/> Checking Account (attach a voided check below)	Routing Number: _____ <b>Valid Routing # must start with 0, 1, 2, or 3</b>  Account Number: _____ 
	I authorize the above organization 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: _____

***If using a checking account, please attach a voided check at the bottom of this page.***