

Frequently Asked Questions

Do I have to participate in this program?

No. This plan is offered purely as a convenience, especially to those who make many of their payments electronically or on-line.

What time of the month will the withdrawal be made on my account?

Semi-monthly debit transactions will automatically take place on the 1st and 15th of each month (or closest banking day). All monthly transactions will be withdrawn on the 1st of the month.

How will I show my children the importance of giving to the church if I'm not putting an envelope in the collection basket every week? Our offering envelopes have a place to check saying that you give electronically.

Do I have to enroll now? You can enroll at anytime by contacting the parish office. Please allow 3-4 weeks for automatic transactions to begin.

May I use my credit card? No. This program is being restricted to debit transactions from checking accounts only.

How can I change the amount of my offering? By calling the Parish Office (459-4662) at least one week in advance of the withdrawal and speaking directly to Dawn Olney or Bill Bauman.

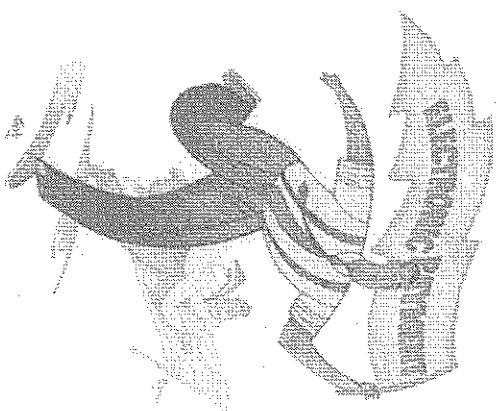
If my account becomes overdrawn, how can I stop a withdrawal from taking place? By calling the Parish Office (459-4662) as soon as possible before the withdrawal takes place and speaking directly to Dawn Olney or Bill Bauman.



St Thomas
the Apostle Parish

Here's why one parishioner is excited about the new Automatic Offering

"It's great. It's easy to sign up, easy to change, and makes me feel good knowing that my contributions are making it to my parish—whether I am worshipping there or somewhere else that weekend. I don't have to write checks every week or remember to bring my envelope every Sunday. I would encourage all parishioners to take advantage of this."
—Jeff Dills



**AUTOMATIC
OFFERING
PLAN**

**St. Thomas
the
Apostle Parish**

1449 Wilcox Park Dr., SE
Grand Rapids, MI 49506
(616) 459-4662
FAX (616) 458-4047
www.stthomasapostlegr.org

If you have any questions, please call:

Dawn Olney, Coordinator of Finance
St. Thomas the Apostle Parish
1449 Wilcox Park Dr., SE
Grand Rapids, MI 49506
(616) 459-4662
FAX (616) 458-4047
dolney@stthomasgr.org



Each must do as already determined, without sadness or compulsion, for God loves a cheerful giver. Moreover, God is able to make every grace abundant to you, so that all things, always having all you need, you may have an abundance for every good work.

2 Corinthians 9:7-8

About Electronic Giving

The St. Thomas Automatic Offering Plan is a safe, convenient, and reliable way to make your contributions using electronic transfer. Similar to programs offered by banks, telephone, insurance and utility companies, your contributions are automatically withdrawn from a regular checking account at any bank or credit union. It's 100% safe and you can cancel or change your contributions at any time. Best of all, it saves you time, and helps us keep our budget on track through the year.

This new program is meant to be a convenience to parishioners who choose to participate. The benefits to you are:

- ⊗ **Commitment.** Helps you give your first fruits instead of what is left over.
- ⊗ **Consistency.** Insures that your vital contribution makes it to church even when you can't.
- ⊗ **Simplified.** No checks, no envelopes, no stamps. Hassle free, as you don't need to write checks.
- ⊗ **Flexible.** Allows you to change your amount anytime.
- ⊗ **Convenience.** Gives you an easy and direct way to make your stewardship contribution.

How the Program Works

If you decide to take part in the program, it would work like this...

1. You will fill out the adjoining form and return it to the parish office by mail or in your weekly envelope. *Be sure to attach a void check to the enrollment form. We will be unable to process your enrollment without it.*
2. Parish staff will input your request and contact the necessary financial institutions.
3. Your contributions will be electronically withdrawn from your account and deposited into the parish account on the 1st of each month (and on the 15th if you chose semi-monthly contributions).
4. You will simply mark the box on the offering envelopes indicating that you have selected to give electronically.
 - I gave electronically.

Please note: This program is only for regular offertory contributions. Contributions for the "Renewing Our House of Faith" capital campaign or other special collections will continue to be made by writing checks and enclosing them in the special envelopes.

Automatic Offering Form

Please fill out the simple 4-step form, and mail it in today or place in the collection basket.

1. Offertory Amount

I/We would like to contribute the following:

On the 1st of the month \$ _____
 On the 15th of the month \$ _____
 Total for the month \$ _____

Please state my deductions on _____

2. Personal Information

Last Name _____ First Name _____ MI _____

Last Name _____ First Name _____ MI _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____

3. Authorization

I authorize St. Thomas the Apostle Parish, 1449 Wilcox Park Dr., SE, Grand Rapids, MI 49506 to withdraw automatically my pledge offering from:

Bank Name _____



Please include a voided check to provide the necessary routing information to provide the necessary routing information.

I have enclosed a voided check to provide the necessary routing information. This authority will remain in effect until I notify St. Thomas the Apostle Parish in writing to cancel, at least one week prior to the next withdrawal date or by notifying my financial institution 3 days before my account is to be charged. Semi-monthly offerings will be withdrawn on the 1st and 15th of each month; monthly offerings will be withdrawn on the 1st of each month.

4. Signature (one of the authorized signers on account)

Signature _____ Date _____