

# Charge and Auto Debit Authorization Form

Name (Please Print)

Address:

Phone: --

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## **Credit Card Charge:**

Master Card;       Visa      Only these credit cards

Credit Card Number :

Expiration Date: /      Beginning \_\_\_\_\_, 200\_\_\_\_\_

please charge my account \$\_\_\_\_\_ (minimum - \$20) per month.

This amount should be used for:      Sunday Collection \_\_\_\_\_  
Future is NOW Campaign \_\_\_\_\_  
School tuition \_\_\_\_\_

I (we) authorize St. Margaret Mary Church to initiate charge entries to our charge account indicated above. This authority is to remain in full force and effect until St. Margaret Mary Church has received written notification from me (either of us) of its termination.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Check or Saving Account Debit:** I (we) authorize St. Margaret Mary Church to initiate debit entries to our checking account indicated below and the institution named below, hereinafter called "Institution to debit the same such account. I(we) further authorize St. Margaret Mary Church to initiate credits to my (our) account to correct any errors, and the "Institution" to initiate any such corrections to my (our) account. This authority is to remain in full force and effect until St. Margaret Mary Church and "Institution" has received written notification from me (or either of us) of its termination in such time and in such manner as to afford them a reasonable opportunity to act on it prior to depositing to the account.

Institution (Bank) Routing Number:

Personal Bank Number:

Please debit my account \$\_\_\_\_\_ (minimum - \$20)  
\_\_\_\_\_ each week, \_\_\_\_\_ each month, beginning \_\_\_\_\_ 200\_\_\_\_\_ .

This amount should be debited on the \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ day(s) of each month.

This amount should be used for:      Sunday Collection \_\_\_\_\_  
Future is NOW Campaign \_\_\_\_\_  
School tuition \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Credit Card Charges and Automatic Check Withdrawal

## Purpose

Since many parishioners forget their envelopes on Sunday, or make up missed donations, we saw a need for a more modern method of church donations. In our electronic world donations to charity and payment of bills can be done by credit card or automatic debits from their checking and saving account.

While this service is not used in many parishes, we believe that many parishioners have experience with this type of transaction for mortgages, utility and other items demanding regular payments. This service will provide a convenience to the families, a bit of simplification in your life style, and bring a more consistent income to the parish.

## Clarifications

All transactions must be at least \$20 or higher. Credit Card transactions will be monthly, (that is how you get your bills), but checking or savings account debits can be monthly or weekly. For checking or Savings account debits you will need to tell us the day(s) on which you want us to debit your account.

For the present, only the Sunday collection, the building campaign (Future is NOW) and school tuition can be charged or debited.

## Instructions

To participate, everyone must fill in the upper portion of the Authorization Form (reverse side of this sheet). If you are using the credit card, then fill out only the credit card section. The Bank routing number in the check debit is on your check or bank statement as is the personal bank number. If in doubt, put the two numbers down and we will figure it out for you. Please be sure to **sign the section that you are using**.

Read the fine print. It is not meant to confuse you, but we want you to be clear about what you are asking us to do. Put the form in the collection: or mail or take it to the front office.

When you want to change or stop this service, you need only fill out another form, which you can get the parish office.

If you have any questions feel free to ask anyone in the front office or call Charlie Strack at 847-658-6071. If necessary leave a message.