

## Helpful Tips and Instructions

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| <p>1. Please make sure all information is legible, especially your account numbers.</p> <p>2. The amount you designate to be debited for a particular fund <b>is per the frequency you have selected.</b> For example, if you pledge \$100 per week, you would check "Weekly" under <b>Frequency of Donation</b>, and write "\$100" in the General Fund line under <b>Fund Designations and Amounts.</b></p> <p>3. General Fund is the operating budget (aka Missions and Ministry).</p> | <p>4. When you update your annual pledge each year, or if your circumstances change and you wish to adjust your pledge amount, you must fill in a new Authorization Agreement. If you participate in EFT, forms will be mailed to you as part of the Stewardship campaign. Forms may also be picked up from the office.</p> <p>5. If your bank account changes, you must fill in a new Authorization Agreement and attach a voided check for the new account.</p> | <p>6. For any changes, please submit a new form four (4) days prior to your scheduled debit.</p> <p>7. Thank you for participating in EFT! Your electronic donations will be beneficial to the church and help provide the church with more regular income.</p> |
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### AUTHORIZATION AGREEMENT FOR AUTOMATIC WITHDRAWAL OF FUNDS



**Campbell United Methodist Church**

**94035941603**

FOR OFFICE USE ONLY	DONOR #	DATE						
Effective date of authorization: _____ (date on which first debit will be made to your account)								
Type of authorization: <table border="0" style="width: 100%;"> <tr> <td><input type="checkbox"/> New authorization</td> <td><input type="checkbox"/> Change banking information</td> </tr> <tr> <td><input type="checkbox"/> Change donation amount</td> <td><input type="checkbox"/> Discontinue electronic donation</td> </tr> <tr> <td><input type="checkbox"/> Change donation date</td> <td></td> </tr> </table>			<input type="checkbox"/> New authorization	<input type="checkbox"/> Change banking information	<input type="checkbox"/> Change donation amount	<input type="checkbox"/> Discontinue electronic donation	<input type="checkbox"/> Change donation date	
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<input type="checkbox"/> Change donation amount	<input type="checkbox"/> Discontinue electronic donation							
<input type="checkbox"/> Change donation date								
Last Name		First Name						
Address								
City		State      Zip						
Please debit my donation from my (check one): <input type="checkbox"/> Checking Account (attach a voided check) <input type="checkbox"/> Savings Account (contact your financial institution for Routing #)		Routing Number: _____ <b>Valid Routing # must start with 0, 1, 2, or 3</b>  Account Number: _____						
<b>Date of first donation:</b>  ____ / ____ / ____	<b>Frequency of donation:</b> (check only one) <input type="checkbox"/> Weekly – Mondays <input type="checkbox"/> Semi-Monthly – 1 <sup>st</sup> and 15 <sup>th</sup> <input type="checkbox"/> Monthly on the 1 <sup>st</sup> <input type="checkbox"/> Monthly on the 15 <sup>th</sup> <input type="checkbox"/> Quarterly on the 1st*	<b>Fund designations and amounts:</b> (per frequency) <input type="checkbox"/> General Fund                      \$ _____ <input type="checkbox"/> Building Fund                        \$ _____ <input type="checkbox"/> Bright Days Tuition                 \$ _____  <b>Total \$ _____</b> <b>(total per frequency)</b>						
Special Instructions:								

#### AGREEMENT

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: \_\_\_\_\_

*\*For quarterly debits, you may choose any month for your start date. Debits will be on a quarterly rotation based on that date. Rotation sequences are: 1) January, April, July, October; or 2) February, May, August, November; or 3) March, June, September, December. For example, if you choose April 1<sup>st</sup> as your start date, debits will occur the following July, October, and January of the next year.*