

THE CHURCH OF SAINT JOHN THE EVANGELIST

Instructions for completing the Electronic Giving Form

- Check the box for either New Authorization, Change in Current Contribution, or if you are Discontinuing.
- **Please print** or type your name, address, phone, e-mail, and include your envelope number.

Electronic Giving Changes:

Please fill in the necessary information **only for the change** you are making and return the completed form to the Parish Center in person or mail to 11 4th Avenue SW, Rochester, MN 55906. **~~Signature below is required~~**

NEW Electronic Giving Authorization:

To get started, simply complete the authorization form and return it to the Parish Center or go to www.sj.org. Donations can be accepted from a checking, savings account or a major credit card. There is no cost to participate in electronic giving. And you will receive envelopes for second/special collections quarterly. **~~Signature below is required~~**

- Please complete all fields and sign at the bottom.
- Withdrawals from your checking or savings account: You can fill in the open spaces for routing and account number or you can simply attach a voided check.
- For credit cards: Indicate which card you would like to use, print the name as it appears on your card, fill in the account number in the spaces provided, include the expiration date, and the 3 digit security code.
- Regular Contributions: Indicate how often you would like to make contributions, choose which fund(s), and how much will be donated to each.
- Annual Contributions: The donation date is pre-determined for Easter, Thanksgiving, and Christmas. Please fill in an amount for each.
- There is no cost to participate in **Electronic Giving**.
- You will continue to receive second or special collection envelopes quarterly by mail.
- You can also register for **Electronic Giving** at our secure site on-line at www.sj.org under "Contribute".
- The deduction you choose will be your pledge for the current year.

Thank you for your generosity!

If you have any questions, please feel free to contact Debbie Thompson at (507)288-7372 or dthompson@sj.org.

/NEW AUTORIZATION /DISCONTINUE ELECTRONIC GIVING - SEND ENVELOPES? YES NO
/CHANGE (PLEASE ONLY FILL IN THE CHANGE(S) YOU ARE MAKING)

Member Information: **(Please print clearly)**

Name: _____ ENV # _____
Address: _____ PHONE: _____
E-Mail: _____

Please take my contribution directly from the account specified: *****Signature below is required*****

Checking Account Routing # _____ Account # _____
 Savings Account (starts with 0, 1, 2, or 3 and is 9 digits long) (or attach a voided check/deposit slip)
 Credit Card MC VISA DISCOVER
Name on Card: _____
Card # _____
Exp Date: ____/____ 3 digit security code: _____

Regular Contribution (choose frequency of contribution)	Annual Contributions
<input type="checkbox"/> Weekly (Transferred on Mondays)	Easter Offering \$ _____ (Transferred April 1 st)
<input type="checkbox"/> Semimonthly (Transferred on the 1 st & 15 th)	Thanksgiving \$ _____ (Transferred November 15 th)
<input type="checkbox"/> Monthly (Transferred on either the 1 st or the 15 th) **** *CIRCLE ONE: 1 ST 15 TH	Christmas \$ _____ (Transferred December 15 th)
<input type="checkbox"/> Quarterly (1 st of the month Jan, Apr, Jun, Oct)	
General Fund \$ _____	
Building Fund \$ _____	
St. John's Charity Fund \$ _____	
St. John's Outreach Fund \$ _____	
St. Vincent de Paul \$ _____	
Total Contribution Amount \$ _____	
Effective Date: _____	

I authorize Church of St. John and Vanco Services, LLC to process debit/credit entries to my account. This authorization will remain in effect until I give reasonable notification to terminate or make changes to my contribution.

Authorized signature on my account: _____ Date: _____