

CONTRIBUTOR AUTHORIZATION

Please fill out and return to the Church Office.

I/we authorize Unity Church-Unitarian and the financial institution listed below to initiate electronic debit entries for my/our pledge payments, and if necessary, credit entries and adjustments for any debit entries in error to my/our:

Checking Account

Savings Account

The amount of \$ _____ shall be withdrawn from my/our account
(Please check one) monthly on the 15th (or next business day)
 quarterly on the 15th of the month*
* January/April/July/October

This authority will remain in effect until I/we have cancelled it in writing.

DATE ID#

NAME(S) (PLEASE PRINT)

FINANCIAL INSTITUTION

SIGNATURE(S)

● **ATTACH VOIDED CHECK or DEPOSIT SLIP (if it is from a savings account) HERE**

Automatic Payment

We are pleased to be able to offer you a convenience —

Automatic Payment of your pledged contribution. Now you can have your gift automatically withdrawn from your checking or savings account. And you don't have to change your present banking relationship to take advantage of this service.

Automatic Payment can help you in several ways.

- it eliminates your handling of the church's mailed contribution statements.
- it eliminates your check writing and check delivery.
- it handles your pledge payment even when you're out of town.

Here's how *Automatic Payment* works: You choose the timing of your contribution — monthly or quarterly — on the 15th of the month. The amount of the payment will appear on your bank statement.

We believe you will like the convenience of having your pledge paid automatically. *Automatic Payment* is safe, convenient, and easy. To take advantage of this service, complete the authorization form and return it to the Church Office.

The authorization form, which is provided on the reverse side, gives Unity Church-Unitarian and your financial institution authority to withdraw your contribution from your account.

All you need to do is:

1. Mark the box on the type of account to indicate whether your gift will be withdrawn from your checking or savings account.
2. Write in the dollar amount that you would like taken out and check the box of payment frequency that is most convenient for you.
3. Fill in the required information: date, print your name(s), name of your financial institution and your signature(s).
4. Attach a voided check, or a deposit slip (if it is from your savings account) for verification of all financial institution information.
5. Return the authorization form along with a voided check or deposit slip (if it is a savings account) in the enclosed envelope to the Church Office.

You may at any time make changes or cancellation to your automatic payment simply by notifying the Church Office in writing.