
ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION

New Request: Sign me up!

Change Request: I need to update my EFT information.

YOUR INFORMATION:

Your Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

YOUR BANK INFORMATION:

Please accept my ongoing contribution from my:

Checking Account (Attach a voided check)

Savings Account (Attach voided deposit slip)

Name of Bank: _____

Address of Bank: _____

City: _____ State: _____ Zip: _____

Name(s) on Bank Account: _____

Bank Routing #: _____ Account #: _____

Note: The routing number is nine digits long; it starts with the number 0, 1, 2, or 3; it is located at bottom left corner of your check or deposit slip.

YOUR CONTRIBUTION INFORMATION:

Start my EFT Contributions as of this date: _____

Designate to:

\$ _____ General Fund

\$ _____ Missions

\$ _____ Building Fund

\$ _____ Where Needed Most

\$ _____ Other _____

\$ _____ TOTAL Amount for Each Periodic Contribution

Perform My Periodic Contributions:

Once a Month (on the 5th)

Once a Month (on the 20th)

Twice a Month (on the 5th and 20th)

AUTHORIZATION:

By signing below, you acknowledge authorization and hereby agree to the above transfer of funds to Cypress Valley Bible Church, until terminated.

Authorized Signature on Account: _____ Date: _____

ANSWERS TO QUESTIONS ABOUT ELECTRONIC FUND TRANSFER

- Q.** What is electronic contribution?
- A.** Electronic contribution is an automatic transfer program which allows you to make contributions without writing checks.
- Q.** What is the advantage of electronic contribution?
- A.** It saves time! It saves work! It simplifies your life! It also helps the church stabilize its budget and save money.
- Q.** How much does electronic contribution cost?
- A.** It costs you and the church nothing and saves you and the church time.
- Q.** How is my electronic contribution automatically deducted from my account?
- A.** Once you authorize periodic transfers, your specified contribution is electronically transferred periodically directly from your checking or savings account to the church's account.
- Q.** When will my contribution be deducted from my account?
- A.** On its due date. You never have to worry about forgetting a payment or mailing it on time. (Note: if your due date falls on a holiday or Saturday, or Sunday, the transaction will take place on next possible banking date following your due date.)
- Q.** If I do not write checks, how do I keep my checkbook balance straight?
- A.** Since your contribution is made periodically at a preestablished time, you simply record it in your check register on the appropriate date.
- Q.** Without a canceled check, how can I prove I made my contribution?
- A.** Your bank statement gives you an itemized list of electronic transfers. It is your proof of contribution. Also, the church will send you a year-end summary of your church contributions.
- Q.** What if I change bank accounts?
- A.** Ask the church office to provide you with a new authorization form.
- Q.** Is electronic contribution risky?
- A.** Electronic contribution is even less risky than writing a check to make your contribution. Electronic contributions cannot be lost, stolen or destroyed in the mail. This process has an extremely high rate of accuracy.
- Q.** What if I try electronic contribution and don't like it?
- A.** You can cancel your authorization by notifying the church office at any time.
- Q.** How do I sign up for electronic contribution?
- A.** Complete and sign the EFT authorization form on the other side, and return it to the church office along with a voided check or voided savings deposit slip.