

# AUTOMATIC CASH TRANSFER OPTION

South Church in Andover, UCC

Please consider using the **Automatic Cash Transfer Option** for your pledge this year. It offers the following benefits to you and the church:

1. Convenient- nothing to remember and no checks to write
2. No offering envelopes required
3. Provides a more consistent cash flow to the church
4. Reduces the time spent counting and tallying on Sunday mornings by the Assistant Treasurers

### How does it work?

**Step 1:** After making your pledge, sign and return the **Automatic Cash Transfer Authorization** form below, together with a voided check with your preprinted account information.

**Step 2:** The church updates the payment information in its computer and transmits it to an automated clearing house. The payment is deducted from your account on the 15<sup>th</sup> of each month. A new **Automatic Cash Transfer Authorization** form is required each year.

If for any reason you wish to change or discontinue the automatic transfers, you may do so with 15 days notice by contacting Joanne Smith, Financial Administrator at [jsmith@southchurch.com](mailto:jsmith@southchurch.com)

You may wish to record your pledge amount and transfer decision here for your records:

2012 Total Pledge Amount \$ \_\_\_\_\_  
Automatic Cash Transfer option for pledge payments \$ \_\_\_\_\_ per month

*Clip here and retain upper portion for your records*

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Return this section with your VOIDED check and pledge card

## AUTOMATIC CASH TRANSFER AUTHORIZATION

I **DO** wish to take advantage of the Automatic Cash Transfer option. I have attached a VOIDED check so you will know the bank and account number I wish to use for my pledge deduction.. I understand that deductions will begin January 15, 2012 unless I provide other instructions below.

Please deduct \$ \_\_\_\_\_ from my bank account on the 15<sup>th</sup> of each month in 2012.

Signature \_\_\_\_\_

Name (please print) \_\_\_\_\_