

**Electronic Giving Opportunity**

**Please check one of the following:**

Voided check included for:

- New Enrollment
- Change Bank Account Information

Submit this form to:

- Change draft schedule or contribution amount
- Cancel automatic giving
- Change in name, address, phone or email

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Regular Contributions:**

General Fund \$ \_\_\_\_\_

Building Fund \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_

**Draft Frequency (check one):**

- Weekly – Every Friday
- Monthly - 1st Friday

Total Draft Amount: \$ \_\_\_\_\_

\*\*\* Please attach a **VOIDED** check here. \*\*\*

**Account Information**

To process your initial enrollment or to change your bank account information, we need the following information printed on your personal check:

**Account Holder Name:** \_\_\_\_\_

**Bank Name:** \_\_\_\_\_

**Bank Routing Number (9 digits):** \_\_\_\_\_

**Account Number:** \_\_\_\_\_

I authorize the Sunrise United Methodist Church Financial Secretary and First National Bank to process debit entries from my checking account or savings account as indicated on this form. I understand that this authorization will remain in effect until I have it canceled. If I wish to make a bank account change, I will submit a voided check or savings deposit slip.

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

If you have any Electronic Giving questions, please email Sunrise's Financial Secretary at [finance@mysunrise.org](mailto:finance@mysunrise.org).

## **Electronic Giving Opportunity FAQs**

### **Q: What is electronic giving?**

Electronic giving is an automatic electronic transfer program that allows you make pre-scheduled monthly tithes without writing checks, creating a convenient avenue of giving.

### **Q: Why choose electronic giving?**

We try to create giving opportunities that come without pressure and that are easily accessible for those desiring to give. Electronic giving allows you to prioritize your giving within your budget while saving you time. It also saves time on our end and helps to stabilize our budget.

### **Q: How does electronic giving work?**

You decide how much you want to give and choose when your donation is withdrawn from your account. You can choose between weekly (every Friday), semi-monthly (1st and 15) or monthly (1st or 15th).

### **Q: Is electronic giving secure?**

Electronic giving is less risky than check contribution since your contribution cannot be lost, stolen or destroyed in the mail. Only our Accounting Team has access to your information, and once it has been entered into our secure program it will be locked up in a file. We value the privacy of your information and will never share it with an outside party.

### **Q: Without canceled checks, how can I prove my contribution?**

We will include your automatic gifts on your contribution statement, and your bank statement gives you an itemized list of electronic transfers.

### **Q: What if I have a variable income?**

If you live on a variable income, electronic giving may not be the best option for you. We recommend utilizing your bank's bill-pay system or writing personal checks.

### **Q: Can I give a one-time gift?**

At this time we are unable to process one-time gifts. If you would like to donate a one-time gift we would encourage you to take advantage of your bank's bill pay system, if available.

**To sign up for electronic giving:**

1. Fill out the Electronic Giving Opportunity form
2. Turn in completed form by: bringing it to the church office, dropping it in an offering box at weekend services or mailing it to the church office (attn. Financial Secretary)

**To cancel or change your electronic giving amount:**

1. Email the Sunrise Financial Secretary at [finance@mysunrise.org](mailto:finance@mysunrise.org) and notify them of the change (please do not email account numbers)
2. Fill out the Electronic Giving Opportunity form and drop it in the offering box at weekend services

**No matter which option you choose, please include the following:**

1. Name on the account
2. Which date you have your tithe taken out (weekly, 1st and/or 15th)
3. What you would like changed (account info, amount, draft frequency change, cancellation, etc.)
4. Whether this change is temporary or permanent
5. Signature (if you are putting note in tithe box)

NOTE: Change/Stop information must be submitted at least three business days prior to draft date.