

Trinity Church, Houston

Authorization Agreement for Pre-Authorized Payments

I (we) hereby authorize **Trinity Church, Houston** to initiate debit entries to my (our) checking/savings account indicated below and my (our) financial institution named below, to debit the same to such account.

My Financial Institution's Name _____

ABA No. _____ Account No. _____

This agreement is to remain in full force and effect until **Trinity Church, Houston** has received written notification from me (or either of us) of termination or modification of the agreement in such time and in such manner as to afford **Trinity Church, Houston** and its bank a reasonable opportunity to act on it.

Names(s) _____

Please Print

I (we) wish to contribute offerings to the church by way of an electronic transfer of funds.

My (our) contribution will be:

\$ _____ per month, electronically transferred on (please check one)

_____ the 15th day of each month or _____ the last day of each month

OR

\$ _____ twice monthly, transferred on **both** the 15th and the last day of each month.

Begin electronic transfer on _____.

Signed: X _____ X _____

If joint checking account, both parties must sign.

Return form with a voided check to:

Trinity Church, Houston – Attention Treasurer 1015 Holman, Houston, TX 77004

Pre-Authorized Payments for Charitable Contributions

Trinity Church is now able to initiate electronic transfers from parishioners' bank accounts in payment of monthly pledges. Those who elect this service can choose to have their pledge debited from their account on either the 15th or the last day of the month, or to have one half of their pledge debited on each date.

To initiate the electronic transfers, complete this form and return to
Trinity Church – Attention Treasurer 1015 Holman, Houston, TX 77004

1. To begin the process of having your contributions electronically transferred to Trinity Church (the Church), you must complete the Authorization Agreement. This form is a legal document authorizing the Church to debit your bank account for the amount you specify. You may choose to transfer funds twelve or twenty-four times per year. If you would like to contribute monthly, transfer from your account may be made on either the 15th or the last day of each month. If you choose to contribute twice monthly, transfers will be made on both the 15th and the last day of each month. If you have a joint account, both account owners must sign the agreement.
2. Please attach to the Authorization Agreement a **voided check** from your account. This will provide the Church with the routing and transit numbers of your financial institution.
3. Once you have submitted the completed Agreement and voided check to Trinity Church's Financial Office, you will be notified of the date transfers will begin.
4. Return to Trinity Church – Attention Treasurer 1015 Holman, Houston, TX 77004
5. The Agreement may be increased, decreased, or terminated at any time by a **written** notification from you to the Trinity Church Treasurer. Please allow three weeks to act on your request.
6. There should be no service charge from your financial institution. Electronic transfers are less expensive for financial institutions to process than paper checks.
7. You will receive credit on your contribution statement for electronic donations just as you currently do for cash and check donations.