

**ELECTRONIC FUNDS TRANSFER (EFT)
AUTHORIZATION AGREEMENT**

I authorize Sacred Heart of Jesus Church and the financial institution named below to initiate the following entry (or entries) to my checking or savings account.

REGULAR COLLECTION

Please enter amount to be deducted from your account for the regular collection:

\$ _____ Weekly (Transferred every Monday)

\$ _____ Monthly (Transferred every 1st Monday of the month.)

\$ _____ Monthly (Transferred every 3rd Monday of the month.)

Your Account Name: _____

Bank Name: _____

Bank Routing # _____

Checking Acct. # _____ Savings Acct. # _____

BUILDING FUND (Monthly)

Please enter amount to be deducted from your account for the Sacred Heart Building Fund. The Church has recommended this amount to be the same as your weekly offering.

\$ _____ Monthly (Transferred every 1st Monday of the month.)

Your Account Name: _____

Banking info same as above? ___ yes ___ no (If not, please complete below)

Bank Name: _____

Bank Routing # _____

Checking Acct. # _____ Savings Acct. # _____



CHANGE REQUEST

This authorization agreement replaces my previous agreement. The change will be effective upon receipt by Sacred Heart Church.

The payments will begin as soon as this authorization form is processed. This authorization will remain in effect until you give reasonable notice to terminate. Notice of termination shall not affect entries initiated prior to actual receipt of notice. If at any time, your bank account information changes, simply notify Sacred Heart Church ten days prior to the date of the scheduled payment.

PLEASE ATTACH A VOIDED CHECK FOR CHECKING ACCT. FOR A SAVINGS ACCOUNT, A DEPOSIT SLIP.

Authorized Signature on Account: _____ Date: _____

Printed Name: _____

Address: _____

Daytime Telephone Number: _____

Mail this form to: Sacred Heart Church, Attn: Bookkeeper, P.O. Box 737, Broussard, LA 70518

If you know your Sacred Heart ChurchEnvelope #, list here:

Offertory Contributions – STEWARDSHIP COMMITMENT – Sacred Heart Church

ELECTRONIC FUNDS TRANSFER (EFT)

FREQUENTLY ASKED QUESTIONS

What do I do when the collection basket is passed at mass?

If you wish, you can put your empty envelope marked EFT in the basket as a symbol of your offering.

What if I want to EFT my regular contribution but not the building fund?

No problem! Simply complete the “regular collection” section only of the EFT agreement and make your building fund contribution by check.

What about second collections?

The regular monthly **Building Fund** is handled the same way. For any **other** special collections, since you will continue to receive envelopes, please use those envelopes for second collections and include your contribution.

What if I want to make additional one- time contributions?

You can simply write a check and either put in the basket or mail to the Church office. This donation will be recorded on your tax statement.

How do I make changes to my EFT such as account changes or the payment amount?

Simply complete another EFT authorization agreement and check the “change request” box. These forms can be obtained from the back of Church and mailed to the office or visit our website at www.shbroussard.org to print the form.

How do I discontinue the EFT?

Notify the Church office in writing to terminate your payment.

Will I receive an annual tax statement?

Yes, all EFT payments or other donations will be recorded on your tax statement.

How do I sign up?

Complete the authorization form on the back of this form, attach a voided check and mail to the Church office or drop in the collection basket in a sealed envelope.

MAIL AUTHORIZATION FORM TO:

**Sacred Heart of Jesus Church
Attn: Bookkeeper
P.O. Box 737
Broussard, LA 70518
337-837-1864**