

Automated Funds Transfer Authorization

(Church copy)

By signing this form I authorize the Evangelical Free Church of Sycamore/DeKalb to make deductions from my financial institution account.

Name(s) on account

Address

City/State/Zip

Telephone

Financial Institution

Routing number

Checking account number

General Fund

Deduction Amount: \$ _____

Deduction Option: Weekly on Friday

Monthly (2nd)

Monthly (16th)

Bimonthly (2nd and 16th)

Deacon Fund

Deduction Amount: \$ _____

(On the 2nd of each month.)

Other Fund (Please specify) _____

Deduction Amount \$ _____

(On the 2nd of each month.)

Please include a voided check from your checking account.

This authorization will remain in effect until a cancellation notice is received by the church. Such notice can be made by sending your request to the church finance secretary at EFC or by E-mailing your request to the finance secretary. All cancellations will be effective within 21 days of such notice. The church or bank may terminate this agreement in writing at any time.

Signature of account holder

Date

E-Mail Address (optional)

Deductions will normally be scheduled within 7 days of receipt of your authorization. You will be notified of the actual date of the first withdrawal.

Automated Funds Transfer Authorization

(Please keep this copy for your records)

By signing this form I authorize the Evangelical Free Church of Sycamore/DeKalb to make deductions from my financial institution account.

Name(s) on account

Address

City/State/Zip

Telephone

Financial Institution

Routing number

Checking account number

General Fund

Deduction Amount: \$ _____

Deduction Option: Weekly on Friday

Monthly (2nd)

Monthly (16th)

Bimonthly (2nd and 16th)

Deacon Fund

Deduction Amount: \$ _____

(On the 2nd of each month.)

Other Fund (Please specify) _____

Deduction Amount \$ _____

(On the 2nd of each month.)

Please include a voided check from your checking account.

This authorization will remain in effect until a cancellation notice is received by the church. Such notice can be made by sending your request to the church finance secretary at EFC or by E-mailing your request to the finance secretary. All cancellations will be effective within 21 days of such notice. The church or bank may terminate this agreement in writing at any time.

Signature of account holder

Date

E-Mail Address (optional)

Deductions will normally be scheduled within 7 days of receipt of your authorization. You will be notified of the actual date of the first withdrawal.

Evangelical Free Church of Sycamore/DeKalb

Automated Funds Transfer Authorization (AFT)

Authorization approves the automatic Transfer of funds from your checking account to the Evangelical Free Church.

How does Automated Funds Transfer work?

- You complete a transfer authorization form from which the church will establish a transfer account with its bank. You may choose to have transfers made weekly, monthly, or bimonthly. You can request transfers to the general, deacon, and/or other fund. You indicate the amount of your transfer.
- Funds can be transferred from any bank in the United States to EFC.
- Each transfer cycle EFC, will debit your account through its bank using the Federal Reserve's Automated Clearing House (ACH).
- Your monthly bank statement will reflect each transaction with the dollar amount you have specified. We will also see the individual line items on our system so we can keep record of your gifts.
- You may change your authorization at any time to update your checking account number, amount transferred, or schedule of transfers. These changes must be done in communication with the Finance Secretary.
- If you close your checking account or no longer wish to participate in this program, you should notify the Finance Secretary or the church office as soon as possible. All cancellations will be effective within 21 days of such notice.

How to have your tithes and offerings transferred to EFC automatically.

1. To participate in the automated funds transfer, complete an authorization form, which will allow EFC to make transfers from your checking account. Your form is confidential and will be in effect until you make a change or cancel enrollment.
2. Attach a voided check with this authorization form.
3. Enclose your request in an envelope and bring to the church office or mail to:
Finance Secretary
Evangelical Free Church
150 Bethany Road
DeKalb, IL 60115
4. Your transfer account will normally be established within a week. You will be notified when the first transfer is scheduled to occur.

Contact Information

If you wish additional information, please contact the Church Finance Secretary or Office.

Why would you participate in automatic funds transfer?

- You don't have to write checks.
- Your tithes and offerings are given to the church on a regular basis, even when you are on vacation.
- AFT will produce an annual statement of giving in the same format as before, however, each transaction will be designated as an electronic transfer.