



# St. Michael Parish

5750 North High St. • Worthington, OH 43085  
(614) 885-7814

# ELECTRONIC OFFERING FORM

• **Electronic Offering is Here** – There have been numerous requests that the church look into automatic banking as an option to weekly envelopes. As we have looked into this, we found that numerous other churches in the Diocese are already doing this for their parishioners. We have talked with our bank and the process is in the works to start Electronic Offering at Saint Michael. There are many benefits to this that are helpful to both the parish as well as the parishioners. This will cut down work for the counters on Sunday and the office staff recording this weekly activity. It is also beneficial to parishioners, cutting down on check usage and providing a consistent and secure tool for budgeting. This process will also simplify tax reporting to the parishioners at the year-end. If you would like to take part in this tool please fill out the attached form and return it to the Church office.

**1. Please provide us with the following information.**

Name \_\_\_\_\_ Current envelope # \_\_\_\_\_  
           First Name                      Last Name

Phone # \_\_\_\_\_ Email \_\_\_\_\_

**2. Attach a Blank Check for the church to have for your Routing Number.**  
Write "VOID" across the main body of the check but not over the bank numbers on the lower left.

**3. Check the box below for authorization**

"Yes, I/we authorize Saint Michael Church's Bank ("National City Corporation") to deduct my/our offering payment by the amount and frequency selected below from the bank account designated on the attached check."  
*Transaction cost per transfer is provided by the Parish - If you would like to help lessen these cost choose Monthly, Quarterly or Annual Transactions.*

**4. Please check one box**

Frequency of your Offering	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>
	Quarterly <input type="checkbox"/>	Yearly <input type="checkbox"/>

**5. Amount of your Offering** \_\_\_\_\_

**The Terms and Conditions:**

Saint Michael Church is authorized to debit parish offerings (in the amount and frequency indicated) from the account referenced on the attached check.  
All of the electronic transactions will be submitted by the Saint Michael Church Parish Office to National City Corporation. Saint Michael Church Parish office will notify you about the starting date of the debits to your account once this enrollment form has been received in the parish office. All changes to the offering amount and/or frequency must be submitted to the parish office in writing. Changes will be made in a timely manner with most happening at the next cycle of electronic transfer.

**6. Check the box below to verify that you have read and accept the Terms and Conditions.**

"The Terms and Conditions of the Enrollment Form have been reviewed and are accepted."  
**"Your signature is required to process this automatic payment request. If the checking or savings account requires multiple signatures, please include all necessary signatures."**

_____	_____
Signature	Date
_____	_____
Co-Signature (if needed)	Date

**5. Attach your check along with this form and either mail it to the Church office or place it in a sealed envelope and drop it in the Sunday collection basket. You will be notified before this process starts up to prevent duplicate offerings.**