



ACH AUTOMATIC WITHDRAWAL INFORMATION

Thank you for your interest in the ACH Automatic Withdrawal program at the Avon Lake United Church of Christ. Enrolling in this program allows you to authorize the church to debit your weekly or monthly contributions directly from your bank account instead of having to insert cash or write a check for your offering. More importantly, this program allows your contribution to be made even if you are not able to attend our Worship Service.

Below is a list of Frequently Asked Questions and their answers. If you are interested in participating in the ACH Automatic Withdrawal program, please complete and return the Authorization for Automatic Withdrawal form along with a voided check to the church office.

If you have additional questions or would like more information, please contact Jill Eston at 440-933-3241 or email business@avonlakeucc.org.

FAQ

What is ACH Automatic Withdrawal?

Automated Clearing House (ACH) is the periodic electronic withdrawal, based on your authorization, of an amount of money deducted from your existing checking or savings account.

How does ACH Automatic Withdrawal work?

Based on your authorization, your contribution to the church will be automatically deducted from your checking or savings account on the first business day following a Sunday service.

How do I sign up?

You simply obtain the Authorization for Automatic Withdrawal form from the church office. On this form you will indicate the required personal identification and banking information. Complete and return the form, along with a voided check, to the church office.

What amount will be deducted from my account?

The amount you authorize to be deducted from your account should be the amount you normally contribute by check or cash. The dollar amount deducted will be the same amount each withdrawal.

How often will the withdrawal occur?

You indicate how often you want the deduction to affect your account – weekly or once a month.

What if I want to make additional offerings?

You can still use the offering envelopes to contribute an amount in addition to your Automatic Withdrawal amount.

Will the amount deducted show up on my contribution statement?

Yes, the amount given by ACH Automatic Withdrawal will be listed on your contribution statement.

What if I decide to change banks or bank account?

You will need to inform the church office and complete a new Authorization Form with the new account information.

Where do I find my Checking/Savings Account number and Bank Routing Number?

These numbers are located on the bottom of your check. Normally, the routing number is first, followed by the account number. If you are uncertain, please contact your bank for clarification.

What if I decide to cancel or change the amount of my ACH Automatic Withdrawal?

You can cancel or change the amount of your Automatic Withdrawal at any time by notifying the church office.

**AVON LAKE UNITED CHURCH OF CHRIST
AUTHORIZATION FOR AUTOMATIC WITHDRAWAL**

ACCOUNT HOLDER INFORMATION:

(list both names if joint account)

Name(s): _____

Address: _____

Email: _____

Phone #: _____

Cell #: _____

BANK INFORMATION:

Bank Name: _____

Type of account (circle one): Checking Savings

Bank Account Number: _____

Bank Routing Number: _____

*Please attach a voided check for verification

INDICATE AMOUNT OF AUTOMATIC WITHDRAWAL:

Amount: \$ _____

INDICATE FREQUENCY OF AUTOMATIC WITHDRAWAL:

Weekly _____ Monthly _____
(if monthly, please specify)
after the 1st _____ after the 15th _____

Schedule of Automatic Withdrawals definition:

Weekly: Automatic Withdrawals will occur on the first business day after each Sunday service.

Monthly: Automatic Withdrawals will occur on the first business day after the first Sunday service each month OR on the first business day after the Sunday service on or after the 15th of each month.

I/We authorize the Avon Lake United Church of Christ and the bank named above to initiate entries to my/our checking/savings account. This authority will remain in effect until I/we notify the church office to cancel it in such time as to afford the church a reasonable opportunity to act on it. I/We can stop payment on any withdrawal by notifying my/our bank three (3) business days before the account is charged.

Signature of Primary Account Holder:

_____ Date: _____

Signature of Secondary Account Holder (if joint account):

_____ Date: _____

Office Use only:

Date Request Received: _____ Effective Date: _____ Processed by: _____