



St. Mary's Parish

November 29, 2015

Dear Friends:

SUBJECT: Pre-Authorised Payments for your Offerings at St. Mary's

On behalf of the Finance Council, I would like to thank you for your regular financial support to St. Mary's and to invite you to consider how you might continue with your support. Several years ago, we introduced the method of using Pre-Authorised Monthly Payments. It is working well and approximately 30% of parishioners employ Pre-Authorised Payments.

What is Pre-Authorised Payments?

Pre-Authorised Payments are automatic withdrawals that you authorize St. Mary's Parish to withdraw from your bank account. Instead of using cheque or cash for your tithes; a payment is made automatically from your bank account to St. Mary's bank account on a monthly basis.

Why use Pre-Authorised Payments?

This greatly simplifies the process of tithing for you as you give your offering and for the Parish Office as we administer the offerings.

- Your contributions will be made regularly, even if you are away on vacation or sick or too busy or - for some of us - if we happen to forget ☺ . Thus, the tithing income more predictable for the parish.
- It avoids the use and cost of cheques.
- It eliminates the frustration of getting halfway to church and realizing that you forgot your offering envelope and/or cheques.
- It saves time and work for those who count and administer the offerings each week.

How do you sign on?

1. Decide on the amount of the monthly pledge for: a) normal Sunday Offering, b) Works of Mercy (blue envelope) and c) Special Collections (mostly from the Diocese).
2. Complete and sign the new form. The forms are always available at the table at the church main entrance.
3. Attach a void cheque.
4. Submit by placing the form in the Sunday collection basket.

When is the money withdrawn?

Your pre-authorized payment will be withdrawn automatically on the first of each month.

What are common concerns?

- Q 1. There is no indication to my children nor other parishioners that I am putting anything in the collection basket.
- During the Sunday collection, Pre- Authorised Payment users can place the blue plasticized donation card into the collection basket. These new cards are available at church main entrance table. They are credit card sized and you are welcome to help yourself to several to keep handy in your wallet.
- Q 2. Am I losing the privacy or security of my bank account?
- The Director of Operations is the only person who has access to the bank information which is in our database that is under password protection.

What if I want to make a change to my monthly amount?

Complete and sign another form and place it in the Sunday collection basket. The Pre-Authorised Payment forms are always available at the table at the church main entrance.

What if my payment fails to go through? Or if I change bank accounts?

For any concerns, contact the Director of Operations at the parish office (office@stmarysottawa.ca or 613.728.9811 ext880).

Yours In Christ,

André Pion

Finance Council, Chairperson