# E-Giving is available for Faith Lutheran Church

***More than 100 families give electronically to Faith Lutheran yearly. It is convenient for Givers and provides much needed income consistency for Faith's budget needs throughout the year.***

**If you would like to begin E-Giving or update your E-Giving, follow these steps:**

1. Go to Faith's website: https://www.faithofallon.org/giving
2. Click on the green **GIVE NOW button** in the center of the page.
3. You will be on the **Faith Lutheran Church Donation Page**.
4. Click the **Login button on the top bar** to access our secure payment provider site
5. If this is your first time for E-Giving, select **Sign Up** and follow instructions to set up a **VANCO account with** Faith's secure payment provider.
6. Continue the **Login** process - Enter your Email address and password
7. You will return to the **Faith Lutheran Church Donation Page**
    - Select the area you wish to donate to
    - Provide the required information.
    - You can give weekly, bi-weekly, monthly, semi-monthly, quarterly, annually or as a one-time gift.
    - **You can give from your checking or savings account; or using your debit or credit Card**
    - (**Note**: Card Giving incurs costs to Faith Lutheran, so you may wish to consider the option to donate a bit more to help cover the credit card costs).

**If you would like Faith's Financial Secretary to initiate or update your Electronic Giving to Faith Lutheran from your checking/savings account, follow these steps:**

**NOTE – THE FINANCIAL SECRETARY IS NOT AUTHORIZED TO INITIATE DEBIT/CREDIT CARD GIVING IN VANCO. ONLY YOU ARE AUTHORIZED TO ENTER DEBIT/CREDIT CARD E-GIVING**

1. Complete the attached **AUTHORIZATION FORM FOR ELECTRONIC GIVING TO FAITH LUTHERAN.**
2. ***VANCO*** *(our secure payment site) requires this form to be filed before the Financial Secretary can initiate adding or updating your E-giving for you*.
3. Sign the form and place it in the Financial Secretary's mailbox at Faith Lutheran or email the form to financialsecretary@faithofallon.org
4. If the E-Giving is from your checking account, please attach a **voided check** to the form.
5. Be sure to fill out the Date of First Donation.
6. Later, if you want to make a change to your giving or stop your giving, the Financial Secretary can make the change with an email or letter from you.
7. **If you are already E-Giving and want the Financial Secretary to change the amount and/or frequency and are not changing banks or accounts, no voided check is necessary.**

If you have questions about E-Giving or filling out the form, send an email to financialsecretary@faithofallon.org or call the church office at 618-632-5562.

In Faith,

Your Financial Secretary team

# AUTHORIZATION FORM FOR ELECTRONIC GIVING TO FAITH LUTHERAN CHURCH

| FOR OFFICE USE ONLY | ENVELOPE/DONOR # | DATE |
|---|---|---|

**Effective date of authorization:** _____/_____/_____

**Type of authorization:**

- ❑ New authorization
- ❑ Change donation amount
- ❑ Change donation date
- ❑ Change banking information
- ❑ Discontinue electronic donation

| Last Name | First Name | |
|---|---|---|
| Address | | |
| City | State | Zip |
| Email Address | | |

**DATE OF FIRST DONATION:**
_____/_____/_____

**FREQUENCY OF DONATION:**
- ❑ Weekly – Mondays
- ❑ Semi-Monthly – 1st and 15th
- ❑ Monthly on the 1st
- ❑ Monthly on the 15th

**FUNDS:** / **AMOUNTS:**
- ❑ General/Operating $_____
- ❑ Building $_____
- ❑ _____ $_____

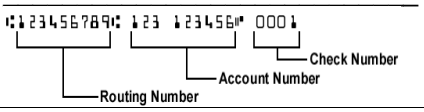
**Total** **$_____**

**CHECKING / SAVINGS**

Please debit my donation from my (check one):
- ❑ Savings Account (contact your financial institution for Routing #)
- ❑ Checking Account (attach a voided check below)

Routing Number:
_____
***Valid Routing # must start with 0, 1, 2, or 3***

Account Number:
_____




I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.

Authorized Signature:_____
Date:_____

***If using a checking account, please attach a voided check at the bottom of this page.***

*****Use this form if you want the Financial Secretary to INITIATE OR MAKE CHANGES to your checking/savings E-GIVING in VANCO.***

***You may personally initiate or make changes to your E-GIVING at Faith's Website: www.faithofallon.org/Giving,***