

# Twin Cities Ministries

## Consumer Authorization for Direct Payment (Donation) via ACH

Direct Payment via ACH is the transfer of funds from a consumer (donor) account for the purpose of making a payment or donation.

**Check one:**     Begin Payment/Donation                       Change Information

I (we) authorize **Twin Cities Ministries** to electronically debit my (our) account and, if necessary, to electronically credit my (our) account to correct erroneous debits as follows:

Checking Account /  Savings Account (select one) at the depository Financial Institution named below ("DEPOSITORY"). I (we) agree that ACH transactions I (we) authorize comply with the laws of the United States and all applicable law.

**Depository name:** \_\_\_\_\_

**Routing number:** \_\_\_\_\_

**Account number:** \_\_\_\_\_

**Name(s) on the account:** \_\_\_\_\_

**Debit transaction frequency:**

- Single Entry** (one-time payment)
- Recurring Entries** (entries that recur at substantially regular intervals, without further affirmative action by the Receiver)

**Date of debit (if Single Entry) or date of first debit:** \_\_\_\_\_

**Number of and/or frequency of debits:** \_\_\_\_\_

**Authorized debit amount (or method for determining amount):** \_\_\_\_\_

**Donation made to:**     **General Fund**     **Other:** \_\_\_\_\_

I (we) understand that this authorization will remain in full force and effect until I (we) notify **Twin Cities Ministries in writing at 1754 University Ave W St. Paul, MN 55104, or by email at [finance@twincitiesministries.com](mailto:finance@twincitiesministries.com)** that I (we) wish to revoke this authorization. I (we) understand that **Twin Cities Ministries** requires at least 10 business days prior notice in order to cancel this authorization (or three business days if notifying by email).

**Name(s):** \_\_\_\_\_  
*(Please Print)*

**Date:** \_\_\_\_\_    **Signature(s):** \_\_\_\_\_

**Donor Address:** \_\_\_\_\_

**City:** \_\_\_\_\_    **State:** \_\_\_\_\_    **Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_    **Email:** \_\_\_\_\_

# Twin Cities Ministries

## Frequently Asked Questions About Direct Payment (Donation) via ACH

- 1. What is Direct Payment (Donation) Via ACH?** Direct Payment via ACH is the transfer of funds from a consumer (donor) account which allows you to make contributions without writing checks or giving cash.
- 2. What are the advantages of Direct Donation Via ACH?** It saves times and simplifies your life. You also help Twin Cities Ministries stabilize its budget.
- 3. How are my Contributions automatically deducted from my account?** Once you authorize the transfer, your specified contribution is electronically transferred directly from your checking or savings account to Twin Cities Ministries' account.
- 4. How do I keep my checkbook balance straight if I do not write a check?** Simply record the contribution in your check register on the appropriate date that you have previously specified.
- 5. How can I prove I made my contribution without a canceled check?** Your bank statement gives you an itemized list of electronic transfers. It is your proof of contribution. Twin Cities Ministries also provides annual contribution statements.
- 6. Is Direct Donation Via ACH risky?** Direct Payment Via ACH is less risky than check contribution. It can't be lost, stolen, or destroyed in the mail. It has an extremely high rate of accuracy.
- 7. What if I change bank accounts?** Notify us and we'll give you a new authorization form to complete.
- 8. What if I try Direct Donation Via ACH and don't like it?** You can cancel your authorization by notifying us any time. But, once you've enjoyed the convenience, we doubt you'll want to go back to making contributions the way you did before.
- 9. How do I sign up for Direct Donation Via ACH?** Complete and sign the authorization form and return it to us along with a voided check or savings deposit slip.
- 10. I currently use a bill pay service to pay my bills. Can I contribute using bill pay?** Yes. If you wish to use this type of service, you can set it up without the Ministries needing to take any action.
- 11. How does Direct Donation Via ACH Contribution differ from bill pay?** Through bill pay, contributions are set up on a recurring basis directly with your bill paying service or financial institution. Then they remit checks to Twin Cities Ministries on your behalf.
- 12. How much does Direct Donation Via ACH cost me?** Nothing.