

# Guide to Pre-Authorized Giving Program

## Frequently asked questions . . .

### **What Is a Pre-authorized Giving Program?**

It is an automated means to financially support the parish through weekly or monthly contributions from your personal bank account or major credit card. There is NO cost to participate in the program. The normal operating costs of the parish do not stop during winter/summer holidays. The program helps the Parish Finance Committee to better plan the annual budget and provide ongoing services, ministries and pastoral salaries.

### **How does it relate to the use of weekly envelopes?**

If you choose to participate in the Pre-authorized Giving Program, it replaces the use of weekly envelopes for weekly church expenses.

### **What if I feel uncomfortable not having something to physically drop into the collection basket?**

Please request a box of parish envelopes and place an envelope in the collection basket at the time of the offering.

### **How do I sign up?**

Signing up is easy. You can sign up by filling out a Pre-Authorized Giving Program form at the parish office, by filling out the form on the reverse side of this information sheet or by filling out the form included in the weekly parish bulletin. The process is quick and takes less than two minutes.

### **Can I contribute to special collections including both parish and diocesan collections?**

Yes, all parishioners have the opportunity to contribute to special collections at the parish, including Christmas, Easter and all diocesan collections. A box of envelopes for these special collections will be forwarded to you.

### **How do I change information, such as the amount of my/our donation, bank/credit card number or mailing address?**

You can provide these changes by filling out this form or contacting the parish office, 306 374-1425/info@holyspiritsaskaton.ca

### **Do I receive a receipt for tax purposes?**

Yes, all parishioners participating in the Pre-Authorized Giving Program receive an official receipt for income tax purposes according to Canada Revenue Agency requirements.

### **Can I sign up for automatic contributions even if I am not already registered with the parish or residing within the parish boundaries?**

Yes. Anyone who would like to support Holy Spirit parish is encouraged to participate.

Thank you.