



**HARVEST**  

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**BIBLE CHAPEL**

Harvest Bible Chapel York Region  
8176 McCowan Road,  
Markham, Ontario  
L3P 3J3  
(905) 475-7695

**Pre-Authorized  
Payment Plan**

## How It Works

“Pre-Authorized Payment Plan” means that you personally authorize HARVEST BIBLE CHAPEL YORK REGION to regularly withdraw your offering directly from your bank\* account.

All you need to do is select the amount you wish to give and the most convenient monthly date(s) (15<sup>th</sup> and /or 30<sup>th</sup>) for the withdrawals.

HARVEST BIBLE CHAPEL YORK REGION looks after everything else. We arrange for the withdrawal from your account and the bank confirms the transactions on your monthly statement.

\* “Bank” refers to any bank, trust company or financial institution.

## Advantages

**Convenient and trouble free!** You no longer have to remember to write your cheque or bring your offering. If you are away, the church continues to receive your offerings.

**Economical** – saves envelopes, and most importantly, time.

**Dependable** – you know the transaction will be made on the date you specify, not whenever the cheque goes through.

**Cost effective** – greatly assists Harvest Bible Chapel York Region in cash management and reduces administrative time.

## How To Begin

Complete the attached authorization form, being sure to note withdrawal date(s) and amount for your own records. (You may wish to make a photocopy for your file.)

Enclose a blank cheque for the account you wish to have debited. Write “VOID” in obvious type across the cheque.

Detach and return the completed authorization form and voided cheque in an envelope to the church. You may place the completed form in the offering plate.

## How To Revise Or Cancel

To change either the transaction date or amount, simply send us a letter indicating the changes requested.

If for any reason you wish to cancel the plan at any time, simply send us a letter stating this request.

Plan cancellation may also be arranged by telephone. To do this, please note the name of the person you spoke with, and follow up with a written notification.

Should you require last-minute cancellation, you can place a “stop-payment” order at your bank. (If at all possible, we would prefer you contact us as this would avoid a returned cheque charge.)

## Pre-Authorized Plan

Please complete this form and return it to the church.

I hereby authorize Harvest Bible Chapel York Region to withdraw my offerings as outlined below. *Pick one or more of the following*

Weekly transaction:  on Fridays and/or

Monthly transaction date:  1<sup>st</sup>  15<sup>th</sup>  30<sup>th</sup>

In the amount of \$ \_\_\_\_\_

Beginning the month of: \_\_\_\_\_

Designate to General Account.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_\_

Postal Code: \_\_\_\_\_

Phone (H) \_\_\_\_\_

(W) \_\_\_\_\_

Bank Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_\_

Postal Code: \_\_\_\_\_

Account #: \_\_\_\_\_

Void cheque enclosed:  Yes

Please sign below as you would on a regular cheque. Second signature is required for joint accounts.

Signature 1 \_\_\_\_\_

Signature 2 \_\_\_\_\_

Date: \_\_\_\_\_