

# St. Michael Parish

5105 - 45 A Street, Leduc, AB T9E 5X1

Phone (780) 986-3253 Fax (780) 980-2577

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## Pre-Authorized Automatic Withdrawal

St. Michael Parish would like to encourage parishioners to use this method to make regular financial donations to the church. It is a convenient method for you and the church in various ways:

- The payments are automatically transferred from your bank account every month for a prescribed amount that you choose.
- You won't need to remember to bring cash, fill out a cheque or donation envelope prior to attending church.
- The secure payments are processed electronically and recorded automatically so it saves the volunteers who count the weekly collection and the church office staff considerable work.

You can change or cancel the arrangements at any time by notifying the office in writing. You may be assured that should a problem occur, the church office staff will immediately work with you to rectify any issues.

The withdrawal from your account will be made **once per month on the third banking day of the month.**

Please complete and sign the attached AUTHORIZATION FORM for Pre-Authorized Automatic Withdrawal. Please attach a voided cheque with your correct contact information. You may mail, fax or hand deliver your completed form to the church office or drop it in the collection basket at Mass. Please mark it: **Attention: St. Michael Accounting**

Please submit your form before the 20th of the month prior to the month you would like the withdrawals to begin. If you have any questions, please contact Maria Matilda Benedict, Bookkeeper at the church office (780) 986-3253 Ext. 23 or by email at [StMichael.leduc@caedm.ca](mailto:StMichael.leduc@caedm.ca)

The Parish of St. Michael appreciates your willingness to contribute to the parish using this method and appreciate your generous support!

*St. Michael Parish Pastoral Council*

*St. Michael Finance Committee*