

“Direct Withdrawals” (ACH Debits) Authorization for Offering

Please check one of the following and follow the instruction to complete the agreement.

- New authorization
Complete Box 1 and Box 2 then sign on the bottom
- Modify an existing authorization (bank and/or amount, frequency, or distribution)
Complete Box 1 to change bank or account; complete Box 2 for all other changes then sign on the bottom
- Revoke my authorization
Provide ‘Account number’ in Box 1 and write ‘0’ (zero) in Box 2 “Total” then sign on the bottom
- One-time authorization
Complete Box 1 and Box 2 then sign on the bottom

I (we) hereby authorize **Katy Christian Community Church (KCCC)** to initiate debit entries to my (our) account indicated below at the financial institution named below to debit the same to such account.

BOX 1: Account information (must attach a void check)

Bank Name _____
Routing Number _____ Account Number _____
Account Owner _____ Type ____ Saving or ____ Checking

BOX 2: Gift Amount and Distribution:

Timing/Frequency of Gift:

General Fund	\$ _____	_____ Once Per Month on the 5 th
Missions Fund	\$ _____	_____ Once Per Month on the 20 th
Benevolent Fund	\$ _____	_____ Twice Per Month on 5 th & 20 th
Building Fund	\$ _____	First Transaction Date: ____ / ____ / ____
		_____ One-time gift on _____ (specify date)
Total:	\$ _____	Offering Number: _____

This authorization is to remain in full force and effect until KCCC has received written notification from me (or either of us) of its termination in such manner as to allow KCCC and the financial institution a reasonable amount of time to act on it (7-10 business days).

Name(s) _____
Please Print – Account Owner Phone # _____ Account co-owner (if any) Phone # _____

Signature(s) _____
Sign Date _____ Sign Date _____

BOX 3: For Treasury Dept use

Reviewed by _____ 1
Initial _____ Date _____

Confirmed by _____ 5
Initial _____ Date _____

Data Input	_____	2
	Initial _____ Date _____	
Pre-Note	_____	3
	Initial _____ Date _____	
1 st Trans.	_____	4
	Initial _____ Date _____	

凱地中國教會

KATY CHRISTIAN COMMUNITY CHURCH

Dear KCCC members and friends:

To facilitate your offering process and meet the diverse needs of our congregation, we are exploring the automatic fund transfer to help you support our ministry. Please use the "Direct Withdrawals (ACH Debits) Authorization for Offering" form (on the reverse side) to initiate your scheduled and/or one-time offering. The same form can be used to update or terminate your scheduled offering at any time in the future.

The amount will be automatically withdrawn from your account as authorized.

We thank you for your generous offering in helping to advance the gospel. Do remember us in your prayer ministry as we work together for the cause of the kingdom. May the Lord bless and keep you for His praise and glory. Thank you.

KCCC Treasury Department

*** Instructions ***

Indicate the type of your authorization:

- | | |
|---|--|
| <input type="checkbox"/> New authorization | - Initialize new scheduled direct withdraw offering |
| <input type="checkbox"/> Modify existing authorization (bank and/or amount, frequency, or distribution) | - Modify existing scheduled direct withdraw offering. You can use the form to change account, frequency and distribution |
| <input type="checkbox"/> Revoke my authorization | - Terminate any existing scheduled direct withdraw offering |
| <input type="checkbox"/> One time authorization | - Initiate a one time authorization for direct withdraw offering |

BOX 1: Account information (must attach a void check or deposit slip) – Use box 1 to provide information about the bank and your account. If you attached a 'void check', you can skip box 1.

Account information:

Bank Name _____

Routing Number _____ Account Number _____

Account Owner ___ Type _ Saving or _ Checking

Bank Name: Name of the bank

Routing Number: Enter the 9-digit Routing number (aka the ABA number) of the bank (see the following picture).


**Bank of America has a different ACH R/T number under logo.*

Account Number: Enter your account number (see the following picture) where the fund will be withdrawn from.

Account Owner: Enter the name of the account owner(s)

Type: Indicate the account type "Saving" or "Checking".

MEMO _____



On personal checks, the routing number is the leftmost nine digits on the bottom of the check. On commercial checks, it sometimes appears after the check number.

BOX 2:

Gift Amount and Distribution:

General Fund \$ _____
Missions Fund \$ _____
Benevolent Fund \$ _____
Building Fund \$ _____
Total: \$ _____

Please enter the amount for 'each' giving. If you plan to give once per month, enter your monthly giving for each fund and total (sum of all funds). If you plan to give twice each month then the amount should be half of your monthly giving.

Timing/Frequency of Gift:

Once Per Month on the 5th
 Once Per Month on the 20th
 Twice Per Month on 5th & 20th

Please check only one of the frequency box.

First Transaction Date: ___ / ___ / _____

Enter the date for the first automatic withdraw

One-time gift on _____ (specify date)

Please give us at least 7 – 10 business days to process your request

Offering Number: _____

Enter your assigned offering number if known.

After you fill out the form (on the back), please print, sign, and date it before you mail or drop it in the offering box.