

e-offering
Electronic Funds Transfer Service
Program Administration

Diocese will make this service available to the Parishes.

In order to participate, the Parish Corporation must make a specific decision to do so, and must sign the required agreement form, which includes authorization to credit the Parish Operating Account for the contributions processed and to debit that account for the monthly fee.

No individual account will be debited for an offering without the provision of the appropriate application form, duly signed.

Debit amounts may be changed on written authority from the individual.

Debits to individual accounts and changes thereto, will commence within two weeks of the provision of the required documentation.

The Parish will appoint a local Coordinator for the service, who will:

- act as liaison with the Diocesan Administrator
- gather applications from those parishioners wishing to participate in ***e-offering***
- ensure applications are completed in full and that a voided cheque is included as required
- ensure each applicant has a copy of the information
- forward applications to the Diocesan ***e-offering*** Administrator
- assisting parishioners who wish to make changes to their ***e-offering***
- communicate with the parish treasurer and envelope secretary as required

Once the program is established for the Parish, the local Coordinator may correspond with the Diocesan ***e-offering*** Administrator by telephone (506 757 8004) or e-mail (eoffering@anglican.nb.ca) or by mail at 28 Nerepis Road, Grand Bay-Westfield NB E5K 2Y4

The Diocesan ***e-offering*** Administrator will process debits to the parishioner accounts once per week or once per month as per their instructions.

Credits to Parish Operating Accounts in respect of ***e-offering*** will be processed each week, normally on Wednesday.

The monthly service fee will be debited to the Parish Operating Account on the first of each month.

The Diocesan ***e-offering*** Administrator will report to the Parish every two weeks as to:

- the amounts credited to the parish operating account
- the amount to be recorded on the records of each participating parishioner