

## - SAMPLE -

Letter for Deacons to communicate giving options with your congregation  
\*PLEASE EDIT FOR YOUR OWN CONTEXT AND GIVING OPTIONS!\*

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Dear Congregation,

*XYZ Church is grateful for your continued financial support during the coronavirus crisis. Your regular donations not only help us meet the ongoing needs of the church, but also the increasing needs of our community. For your convenience, we have set up a variety of ways for you to contribute to these causes through XYZ Church without having to leave your home. All of these ways to give are outlined below:*

### **E-Transfer:**

XYZ Church is now set up to accept donations by e-transfer using [donations@XYZchurch.com]. This account is enabled for auto-deposit, meaning no security question and/or answer is necessary.

[**OR** If your institution does not allow auto-deposits, please specify the security question and answer you want people to use here.]

*If you choose to accept 2<sup>nd</sup> Offering donations:* To ensure your donation goes to your chosen causes, please specify the causes and the amount for each cause in the text box/message that accompanies your donation.

The format would be similar to this:

- XYZ Church \$75
- Food Bank \$25

### **Automatic Monthly Debit through the P.A.R. (Pre-Authorized Remittance) System:**

See the PAR brochure found here: <https://network.crcna.org/sites/default/files/PAR.pdf>

Please scan or take a picture of your completed form (including void cheque) and send it to [Sally] at [donations@XYZchurch.com]. Alternatively, send a message to [Joseph] at [email@email.com] or call him/her at 555-555-5555 to arrange for a deacon to pick up your completed form from your mailbox at home.

### **Donation by Credit Card:**

Please visit the church's website at [www.XYZchurch.com](http://www.XYZchurch.com) and click on the "Donate Now" button on the home page.

**OR** Visit our church's donation page at: <https://www.canadahelps.org>. Please note that CanadaHelps takes a 3.75% fee for this service.

**OR** Please go to the CRCNA online giving page at: <https://www.crcna.org/ChurchGiving> Please note that there is a 3% fee for this service.

### **Donations Through the BridgeApp:**

If you don't already have the App for your phone, you can download it from the App store. Please go to the "GIVE" function to choose where to direct your offering (e.g. budget or other causes) and give by credit card. There is a 3% fee for this service.

**Cheque:**

You are welcome to donate by cheque to XYZ Church. Please mail your cheque to [church or deacon address] **AND/OR** drop your cheque off at [a location and time that a deacon will be there to receive it] **AND/OR** call/send a message to [Joseph] to arrange for a deacon to pick up your completed cheque.

For more information about ways to give, please send an email to [Chris] or contact any of our deacons.

Thank you for your support during this difficult time to make it possible for us to continue to serve the members of our church and community.