

AUTHORIZATION FORM

Name of the organization: _____

FOR OFFICE USE ONLY		ENVELOPE/DONOR #			DATE	
Effective date of authorization: ___/___/___						
Type of authorization:	<input type="checkbox"/> New authorization <input type="checkbox"/> Change banking information	<input type="checkbox"/> Change donation amount <input type="checkbox"/> Discontinue electronic donation	<input type="checkbox"/> Change donation date			
Last Name		First Name				
Address						
City		State		Zip		
Email Address						
DATE OF FIRST DONATION: ___/___/___	FREQUENCY OF DONATION: <input type="checkbox"/> Weekly – Mondays <input type="checkbox"/> Monthly on the 1 st <input type="checkbox"/> Monthly on the 15 th <input type="checkbox"/> Semi-Monthly (1 st & 15 th)		FUNDS: <input type="checkbox"/> General/Operating <input type="checkbox"/> Building <input type="checkbox"/> Other _____		AMOUNTS: \$ _____ \$ _____ \$ _____	
DATE OF LAST DONATION: ___/___/___						
LAST 4 DIGITS OF CREDIT/DEBIT CARD: _ _ _ _			Total from above \$ _____			
I authorize the above organization to process transactions in accordance with the information above.						
Signature (as it appears on the card): _____				Date: _____		
CHECKING / SAVINGS	Please debit my donation from my (check one): <input type="checkbox"/> Savings Account (contact your financial institution for Routing #) <input type="checkbox"/> Checking Account (attach a voided check below)			Routing Number: _____ Valid Routing # must start with 0, 1, 2, or 3		
				Account Number: _____		
I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.						
Signature (as it appears on the card): _____				Date: _____		
CREDIT / DEBIT CARD	Card Brand (check one):	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	
	Card Number:		Expiration Date:			
	Name on Card:					
	Billing Address (if different from above):					