

Make your contribution to Ascension Outreach electronically with

E-PLEDGING

A Free Service of the Controller's office
EPISCOPAL DIOCESE OF NEW YORK

What is E-PLEDGING?

Many people have a bank take a regular payment directly from their checking account. The Controller's office offers E-PLEDGING as a similar service to members of our congregations who wish to make regular contributions in this easy way.

How does it work?

It's very simple. On the date(s) you authorize we initiate a debit to your checking account and at the same time a credit to your congregation's account.

How will I know what is taken from my account?

You will see the charge on your bank statement. The date(s) of the charge will be those you have authorized. The amount of the charge will be the amount you have authorized us to debit.

How does Ascension Outreach keep a record of my contributions?

After each of your contributions we send Ascension Outreach a list of the names of each contributor and the amounts contributed. Ascension Outreach posts your gifts to the contributions record that they send to their contributors.

How do I sign up?

You complete an **Individual Authorization Agreement** and attach a voided check from your checking account. When the Controller's office receives it, we confirm to you in writing (by mail, fax, or e-mail) the day(s) of the month you want to make your contribution and the amount you want to give each time. We also confirm to you the date you wish your electronic contribution to begin.

Does my contribution have to be a regular annual pledge?

Your contribution through E-PLEDGING can be *any recurring gift* that you wish to make to Ascension Outreach. Ascension Outreach can credit your gift to any qualified purpose you want (i.e., Food Pantry, Tutoring Program, or Bailey House Meals). You may also give in honor of someone, or in memory of a loved one. You just need to make sure Ascension Outreach is aware of your intention.

Is there a minimum or maximum?

No, it can be any amount you wish.

Does it cost anything to participate?

No, we do not charge you or Ascension Outreach in any way. Ascension Outreach receives the full amount of your gift, and there are no extra fees. A bank, however, may assess a transaction fee. Many banks charge fees for each deposit made or each check paid if minimum balance requirements are not met. You need to check with your bank if you think this may apply.

How do I make changes?

You need to give the Controller's office at least fifteen (15) days' notice in writing of any change. You can let us know by mail, fax, or e-mail. We will confirm your instructions in writing.

What if there's a problem?

Contact the Controller's office. Carol L. O'Neale, Assistant Controller, oversees E-PLEDGING.

Telephone 212-316-7457
Fax 212-932-7372
E-mail coneale@diocesenyny.org

Ms. Edel Ferguson, Accounting Manager, is responsible for maintaining E-PLEDGING.

Telephone 212-316-7502
Fax 212-316-7481
E-mail eferguson@diocesenyny.org

Where can we get further information?

Ask the Controller's office, or visit the diocesan website at <http://www.diocesenyny.org>.

**Episcopal Diocese of New York
E-PLEDGING**

**INDIVIDUAL AUTHORIZATION
AGREEMENT**

I authorize the Episcopal Diocese of New York to debit my checking account as indicated below as a donation to Ascension Outreach, Inc.—outreach ministries at the Church of the Ascension in the City of New York, 12 West 11th Street, New York, New York 10011.

I would like my donation to be made on the following day(s) of the month in the amount(s) shown:

on the 5th, \$ _____

on the 20th, \$ _____

Donations can be made once or twice a month. If you give on the 5th and the 20th, your gift can be the same amount or a different amount on each date.

Date I authorize E-PLEDGING to begin: _____

I understand that my account will be debited from the effective date above until I instruct the diocesan office in writing (by mail, fax or e-mail) and receive a written confirmation of my instructions to increase, decrease, change, or discontinue the electronic debit. I understand that I must give the diocesan office at least fifteen (15) days' notice of a change or discontinuance.

Print name _____

Daytime phone _____

Fax _____

E-Mail _____

Signature _____

Please attach a voided check or a photocopy of a check from the account you wish debited. The check must have your name and address pre-printed.

Please submit this form with your voided check to:
**Ascension Outreach, Inc.
12 West 11th Street
New York, New York 10011**

Ascension Outreach will forward this information to the Controller's Office at Diocesan House. On receiving your instructions, the Controller's office will confirm with you.

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