

Holy Apostles Parish

PAR Form (Pre-Authorized Remittance)

Please mark with an **X** Initial Sign-up Change to existing instructions

The undersigned hereby authorizes **Holy Apostles Parish** to withdraw pre-authorized payments from my bank account payable to Holy Apostles Parish in the amount of \$ _____

The Frequency of my payment shall be (*Check one*): Weekly Bi-Weekly Monthly Bi-Monthly

This totals an **ANNUAL** contribution of \$ _____ for my Parish.

For monthly donations: Please begin my PAR on the 1st 15th day (please choose one option) of (month/year) _____/_____

For bi-monthly donations: Please begin my PAR on the 1st 16th day (donations will come out on the 1st & 16th) of (month/year) _____/_____

For weekly/biweekly donations: Please begin my PAR on **Friday** the _____ day of (month/year) _____/_____

Last Name _____ First Name and initial: _____

Full Mailing Address and Postal Code (**Only if different from Void Cheque**):

Telephone Number _____ Envelope number _____

St. Joseph's Church St. Augustine's Church St. Anthony's St. Patrick's St. Marguerite Bourgeoys

My Financial Institution _____ (*name of my Bank*) is hereby authorized to debit my account number represented by the attached **VOID** cheque. (**PLEASE Read, Sign and Date below**):

Or if not a void cheque - Institution# _____ Branch# _____ Account # _____

1. All amounts are payable to **Holy Apostles Parish** and are drawn on or directed to you by my current financial institution on behalf of Holy Apostles Parish.
2. Your treatment of each debit shall be the same as if the undersigned had personally directed you to pay as indicated and to charge the amount specified above to the account of the undersigned.
3. I acknowledge that a PAR transaction may be disputed by me if the PAR transaction was not drawn in accordance with my authorization, and that I have 90 calendar days to make a declaration to my financial institution in order to make a claim for an incorrect transaction.
4. This authorization may be cancelled at any time upon written notice.
5. Any delivery of this authorization to you constitutes delivery by the undersigned.

DATE _____

SIGNATURE as you would sign your cheque

This completed form may be deposited in the regular Sunday collection or dropped off at the Parish Office. For assistance, call the Parish Office 826-2696.

PAR – FREQUENTLY ASKED QUESTIONS

- **Possible Payment dates?**

In order to save banking fees we have had to restrict the times that you can select to have your payments dates:

For **monthly** payments you can choose the **1st** of the month or the **15th** of the month

Bi-monthly payments will be on the **1st and 16th** of the month

For **weekly** payments the withdrawal date is **Friday**.

For **bi-weekly** payments, the withdrawal date is **every second Friday**.

- **What is PAR?**

PAR stands for Pre-Authorized Remittance. One way to be a good steward is to share your treasure in a proportional way. Pre-Authorized Remittances (PAR) are a modern convenience that transforms an important decision into a regular commitment and helps make our busy lives a bit easier. You determine the amount of your contribution and it cannot be changed without your written consent. Your contribution is automatically transferred from your financial institution to the Parish's bank account. To get started, just complete the form on the [reverse side of this page](#) and drop it in the Sunday collection or at the Parish Office. Your first payment will be taken from your account automatically on the day of the month that you have selected.

- **Why should I change?**

1) PAR eliminates the need to make sure you have enough cash on hand or write a cheque or fill out our envelope each week.

2) PAR ensures that your offering is automatic and accurately recorded.

3) PAR eliminates the need to track and catch up on offerings missed due to planned and unplanned absences such as vacations, business travel or illness.

4) Many parishioners find it convenient to use the PAR method of payment for utilities and other financial obligations.

5) PAR is a secure and economical method of remitting your regular offerings that allow your Parish to carry out its Mission.

- **What will happen to my weekly envelopes when I sign up for PAR?** You will continue to receive your weekly envelopes. You can [circle the PAR option](#) pre-printed on your envelope and deposit it in the regular Sunday collection. When PAR is circled, the envelope will not be opened. If for any Sunday you want to contribute over and above your PAR amount, fill out your envelope with the enclosed amount and **DO NOT** circle PAR. **Remember** that you still use the Special collection envelopes like Easter and Christmas and the Diocesan collection envelopes like the Stewardship Appeal, as these are separate from the weekly PAR collections.

- **What if my financial circumstances change, how do I increase, decrease or cancel my PAR?** Write the change on a PAR sign-up form ([reverse side of this page](#)) and deposit it into the Sunday collection or send it to the Parish Office. The Parish office will notify your financial institution of the change.

- **Who will have access to the information on my PAR sign-up form?** All Church offerings are handled by a small number of parishioners who treat the information on a strictly confidential and private basis. Neither the Parish nor your financial institution will use your information for any other purpose.

- **Need assistance?** Call the Main Parish Office 902-826-2696.