



Give Online.

It's easy.

saintlawrencebasilica.org

Step by Step Instructions

1. Go to the Basilica Website
2. At the Home Page, click on **Setup Online Contributions** or **Give Online**
3. Preview the Online Giving Presentation (*recommended*)
4. Click the **Online Giving** button
5. Click **Create Profile** and follow the instructions provided
6. After you have finished creating your profile, Click **Add Transaction**
7. The next section allows you to set up recurring Offertory and all 2nd Collections. Each type of transaction must be set-up separately.
8. There are three categories:
 - Offertory, Holy Days, & General Donations
 - Diocesan Assessment & 2nd Collections
 - General Payments
9. Once you have spent a few minutes setting up your preferences, you will be able to log- in at any time and view your payment history, make changes to your profile, add or edit your scheduled payments, and print your transaction history.
10. You will still receive a complete year-end statement from the parish office for regular offertory and various contributions.
11. Please call on parish staff, 828.252.6042, if you have any questions or need assistance.

Thank you very much for using our Online Giving Option

Electronic Giving

Open your heart without opening your checkbook

Electronic Giving is the term used to describe automatic methods for making contributions on a regular basis without the need to write checks, carry cash or prepare envelopes. Although *Direct Debit Giving* is the original and most popular form of electronic giving, the term is now widely used to describe *Credit & Debit Card Giving* and *Online Giving* as well. **The following discussion pertains only to Direct Debit Giving.**

Frequently Asked Questions About Direct Debit Giving

Q. What are the major advantages of electronic giving by direct debit?

A. Direct debit is all about convenience for you and consistency for the church. Electronic giving eliminates frequent check writing and helps members stay on track with pledges even when they are unable to attend services. The church in turn benefits from much-needed donation consistency and a reduction in the volume of check and cash contributions that must be handled and manually processed in the church office.

Q. How does Direct Debit Giving work?

A. Contributions are transferred automatically from your checking or savings account to the church's bank account.

Q. How are my automatic contributions deducted and transferred?

A. Contributions are transferred through the Automated Clearing House (ACH) network—the same network already used by families to make mortgage and utility payments or to receive payroll earnings and Social Security income. Direct debit goes by other names including Electronic Funds Transfer (EFT), automatic payment, or simply, ACH.

Q. When will my contribution be debited from my account?

A. A debit to your account will occur each week or month on the date you specify when setting up your contribution frequency and/or specific dates.

Q. How will I keep track of contributions in my check register?

A. Since your contribution is made at a pre-established time, you simply record it in your check register on the appropriate date. Electronic contributions will appear on your bank statement.

Q. What can I use to prove I made a contribution?

A. Your bank statement will show an itemized list of electronic transactions that can be used as proof of your contributions.

Q. Is giving by direct debit risky?

A. It is certainly less risky than writing checks or carrying cash to church. To process electronic donations, the church uses Vanco Services, LLC—an established and highly-regarded company that moves funds directly from church members to the church on the same day without any delay. Vanco processes contributions for more than 10,000 churches and non-profit organizations.

Q. How much does direct debit giving cost?

A. It costs you nothing and it costs the church very little. It is the lowest cost method of transferring funds.

Q. What if I try electronic giving by direct debit and don't like it?

A. You can cancel by going to our website and clicking on Online Giving and editing your contribution schedule at any time.

Q. How do I start giving electronically by direct?

A. Go to our website saintlawrencebasilica.org and click on **Setup Online Contributions**, then **Online Giving**. Here, you can create your online **Profile**. After creating your Profile, you may set-up Offertory and each 2nd Collection for automatic withdrawal at the time and interval you specify. You will specify Checking or Savings as your payment method.

There is also an option for credit card transaction, however this type of option is not considered an EFT.

Please call the parish office, 828.252.6042, if you have any questions or need assistance. The Staff will be happy to walk you through the process.