

*Our Lady of Grace Catholic Church*

**Electronic Funds Transfer for Offertory Contributions**

**CHANGE/CANCEL AUTHORIZATION**

**PERSONAL INFORMATION**

Name on Account:	OLG Offertory Envelope #:
Address:	
City, State, Zip:	

**MAKE THE FOLLOWING CHANGES TO MY CONTRIBUTION...**

New Dollar Amount of Contribution:  
Please automatically deduct \$ \_\_\_\_\_ from my account each month, starting with the month of \_\_\_\_/\_\_\_\_/\_\_\_\_  
Note: EFT will be made on the 15th of each month.

**CHANGE THE CHECKING OR SAVINGS ACCOUNT USED FOR EFT:**

New Checking or Savings Bank Name: \_\_\_\_\_  
New Checking or Savings Account Routing #: \_\_\_\_\_ (Located in the bottom left hand corner of check)  
New Checking or Savings Account Number: \_\_\_\_\_ (Attach a voided check or savings deposit slip)  
I authorize Our Lady of Grace Catholic Church and Vanco Services, LLC to process debit entries from my checking or savings account. This authority will remain in effect until I give reasonable notification in writing to terminate this authorization.  
Authorized Signature on account: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**CHANGE THE CREDIT CARD USED FOR EFT:**

New Card:  Visa  Mastercard  American Express  Discover  
New Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_  
Name on card: \_\_\_\_\_  
Billing Address (if different from above) \_\_\_\_\_  
I authorize Our Lady of Grace Catholic Church and Vanco Services, LLC to charge my credit or debit card in accordance with the information above. This authority will remain in effect until I give reasonable notification in writing to terminate this authorization.  
Signature (as it appears on card): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**CANCEL MY ELECTRONIC FUNDS TRANSFER (ALSO COMPLETE PERSONAL INFORMATION AT TOP OF FORM)**

I AUTHORIZE Our Lady of Grace Church to cancel all Electronic Funds Transfer from my account (checking, savings, or credit card) beginning in the month of \_\_\_\_/\_\_\_\_/\_\_\_\_. **Note that a two week notice is required to stop an EFT.**  
*Electronic Funds Transfers are processed with Wells Fargo Bank a week or more before the 15th of the month.*  
Signature : \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Return this completed form to: Our Lady of Grace Church Office, Attn: Danny Byerly  
2201 W. Market Street, Greensboro, NC 27403; If you have any questions, call the church office: (336) 274-6520 ext. 316