



United Methodist Church of Westford
– **New *Simply Giving* Process** –



Simply Giving is an automatic means to pay your pledge by bank draft. This program has been available for several years, is extremely reliable, safe and popular because of the convenience it provides. Users like it because they know how much is drafted from their account each week or month, and they don't have to remember to bring their envelope to church on Sunday.

Simply Giving is a great benefit to the church as it helps to smooth out our monthly cash flow (especially during the summer), and we would encourage you to consider this as a way to make your pledge payments or other regular gifts.

Here is how it works...

- Step 1:** Go to your bank's online banking site and set up our church as though it were a vendor or any other entity that you pay regularly
- Step 2:** For the Biller Name enter UMC of Westford and for an account number you can use the number on your pledge envelope.
- Step 3:** Address #1 should be: Attn: Financial Secretary
- Step 4:** Address #2 should be: 10 Church Street, Westford, MA 01886-2111
- Step 5:** Phone number: 978-692-4176
- Step 6:** Determine payment amount and frequency (such as weekly or monthly)
- Step 7:** The check will then be mailed to the church, our church administrator will take the envelope, give it to Marilyn Seymour (our Financial Secretary) and Marilyn will record it.

If desired, you can print out the attached form to have cards to place in your weekly offering envelope on Sunday. Questions?... just ask Marilyn Seymour (SeymourMarilyn937@gmail.com) or Pete Rowden (pete.rowden@yahoo.com)

Now that was ***Simple***... Why not sign up today!