

## Greetings,

We now have three options for making electronic contributions to **PARISH OF ST. MARK – OCEAN PARK**.

1. The preferred method is **PAD** (Pre-Authorized Donation). Please contact Brenda Horner, Donation Secretary for applications and management. If you don't have Brenda's contact information, please call or email the church office at 604-535-8841 or [office@stmarkbc.org](mailto:office@stmarkbc.org)
2. The second method is **EDS** (Electronic Donation Station) also processed by contacting Brenda Horner, Donation Secretary, for processing a Credit Card or Visa Debit Card Payments. Great for one time or extra Donations. For contact information, see above.
3. **New** Alternate method is "**e-Transfer Auto Deposit**". It is easy if you use online banking.
  - a. Connect to your On-Line Banking Account
  - b. On the left, select "Interact e-Transfer/ Send Money"
  - c. The top of the Form will be your Name, select from which account you want to use, then enter the Amount
  - d. NEXT is the Recipient (First you will have to set it up) click on "Add New"
    - i. Recipient is "**PARISH OF ST. MARK – OCEAN PARK**"
    - ii. Email address for the Auto Deposit directly into the Church Bank Account is [bacarington@gmail.com](mailto:bacarington@gmail.com)
    - iii. **Important** – In the **Message** Box tell us which fund your Donation is for i.e. Operations/Maintenance, Community Outreach Fund, Syrian Refugee Fund or any other fund you wish to support. Envelope number is helpful (cannot use the # sign)
    - iv. Go to the bottom and click NEXT
    - v. **You** will immediately receive an email from your bank advising you the Transfer has been made.
    - vi. **Barbara CS, the Treasurer** will immediately receive the following email:

Hi PARISH OF ST. MARK "**Your Name**" has sent you **\$Amount** (CAD) **and the money has been automatically deposited into your bank account at Coast Capital Savings Federal Credit Union.**

Message: **Envelope number - Operations, Syrian Family Fund etc. (your instructions)**

- e. This will then be entered into **Power Church** (our accounting software) to record your Contributions for a **Tax Receipt**

If you have any questions or need help with eTransfers, please email Barbara at [bacarington@gmail.com](mailto:bacarington@gmail.com) or call the church office at 604-535-8841.

Thank you for considering these options. Your generosity and commitment to our church is appreciated. May God bless you and those you love, and keep you safe.