

# Broadway Baptist Church

## Automatic Bank Withdrawal Program

Broadway is pleased to offer Automatic Bank Withdrawal services for you to make your contributions. By using our Automatic Bank Withdrawal services, you will no longer need to prepare checks or worry about remitting your tithes when you are away.

Automatic Bank Withdrawals will be submitted as follows:

<b>Frequency</b>	<b>Day the Automatic Withdrawal will be initiated at the bank</b>
Weekly	Every Tuesday
Monthly	The 15th of every month
Quarterly	The 15th of each new calendar quarter (Jan, April, July, Oct)
Annually	Indicate the specific date (mm/dd) you would like your funds withdrawn on your enrollment form

Enrollment forms are available in the church office or on the church website at [www.broadwaybaptist.org](http://www.broadwaybaptist.org). It is a one-time enrollment and funds will continue to be withdrawn from your bank account at the frequencies you have indicated until you notify us of any needed changes. Your form with an original signature, bank account information and a voided check must be received no later than Friday before the first Tuesday you wish funds to be withdrawn. Unless otherwise indicated, all contributions will be applied to the General Budget.

There are no fees charged by the church or by the church's bank for this service.

We recognize that many of you feel it is important to place your tithes and offerings in the offering plate as an act of worship in order to ask for God's blessings on them. With your enrollment in this program, your envelope service mailings will be discontinued. If you would like to receive cards to place in the offering plate in lieu of an envelope, please notify the church office. They are also available on the member's page of our website.

Due to the administrative burden, we respectfully request that you keep your enrollment changes to a minimum. However, when you change bank accounts or your circumstances change, please contact Sarah Sanders, the church Finance Manager, in the church office to make the necessary revisions.

Also contact Sarah Sanders for any additional information. She may be reached in the church office at 895.2459, extension 108, or via email to [sarah@broadwaybaptist.org](mailto:sarah@broadwaybaptist.org). When corresponding via email, please do not include any account numbers in your email, so your financial information will remain protected.