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## Internet Banking for United Church Remittances

This service is available through the following banks:

**Royal Bank TD Canada Trust Bank of Montreal Bank of Nova Scotia CIBC**  
**Most other banks and credit unions\***

\* If your credit union or other financial institution is not in your list of payees, ask them to add "The United Church of Canada" as a payee.

### SET UP ACCOUNT

1. Login to your online bank account
2. Go to bill payments – add new payee
3. Search for "The United Church of Canada" and follow steps to add payee

Payment Option	Setup	Must do
Assessments only payments	Change account number by adding the letters "DA" before your M&S number	<b>Payment Details:</b> Email notification is not required if account number is "DAxxxxxxx"
M&S only payments	Change account number by adding the letters "MS" before your M&S number	<b>Payment Details:</b> Email notification is required to report allocations.
Assessments & M&S payments	<ol style="list-style-type: none"> <li>1. Use existing account setup for M&amp;S givings</li> <li>2. Add new payee "The United Church of Canada"</li> <li>3. New account number will be "DAxxxxxxx"</li> <li>4. Change payee nicknames (if available) on respective accounts to "UCC-M&amp;S" and "UCC Assessments"</li> </ol>	<b>Payment Details:</b> M&S givings - Email notification is required to report allocations Assessments - Email notification is not required if account number is "DAxxxxxxx"

### CONTRIBUTIONS AND PAYMENTS

- Login to online bank account
- Follow your bank instructions to make payment

### MUST DO:

Once M&S payment is confirmed, email details (Congregation splits, UCW or WDR giving amounts) to Nicole Chicote at [finance-bank@united-church.ca](mailto:finance-bank@united-church.ca) Please include your M&S number in the subject line of your email.



# ANNUAL ASSESSMENT REMITTANCE PRE-AUTHORIZATION FORM

To save postage and handling for all concerned, you can arrange to pay your annual assessment on a pre-authorized basis either annually, quarterly or monthly. Monthly payments will normally be withdrawn from your bank account as eleven (11) equal payments from February 1 through December 1. Any changes in amount for a future year will be confirmed at least two months in advance. Each year when annual pastoral charge statistics are submitted, the preliminary resultant assessment calculation will be available as soon as the information is submitted online.

I hereby request and authorize The United Church of Canada on behalf of:

Name of Pastoral Charge:  M&S No:

Address:  City:

Prov:  Postal Code:  email:  Phone:

To debit my account  the amount of  as a payment by me/us from the above  
Monthly/Quarterly/Annually  
Pastoral Charge.

Bank No:  Transit No:  Account No.:

**TO ENSURE ACCURACY, A SAMPLE UNSIGNED CHEQUE MARKED "VOID" MUST ACCOMPANY THIS AGREEMENT**



Signature (1): \_\_\_\_\_ Date: \_\_\_\_\_

Signature (2): \_\_\_\_\_ Date: \_\_\_\_\_

I may revoke my authorization at any time, subject to providing written notice of 15 days at which time I will submit a cancellation form obtained from the Church PAR Contact or by contacting my financial institution or visiting [www.cdnpay.ca](http://www.cdnpay.ca).  
I have certain recourse rights if any debit does not comply with this agreement. For example, I have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on my recourse rights, I may contact my financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

**I waive my right to receive pre-notification of the amount of the Pre-authorized Debit (PAD) and agree that I do not require advance notice of the amount of PADs before the debit is processed.**

*The use, retention and disclosure of personal information collected from this form is done in compliance with privacy legislation, including but not limited to, the Personal Information Protection and Electronic Documents Act (2000, c.5).*