

## **Parishioner's Guide to ParishPay: Frequently Asked Questions**

**Q. What is an Automated Giving Program?**

A. It is an automated means to financially support the parish through monthly contributions from your checking, savings, or credit card account. There is NO cost to participate in the program.

**Q. How Does It Relate to the Use of the Weekly Envelopes?**

A. If you choose to participate in the Automated Giving Program, then it replaces the use of weekly envelopes.

**Q. What happens with parishioners who feel uncomfortable not having something to physically drop into the collection basket?**

A. Special "donation slips are available for those enrolled in the automated giving program, to be dropped into the collection basket, should the you wish.

**Q. How do I enroll?**

A. Enrollment is easy and free. You can enroll by filling out an enrollment form at the rectory, signing up directly on the ParishPay website at [www.parishpay.com](http://www.parishpay.com), or calling 866-PARISH-1. The process is quick and takes less than two minutes.

**Q. Can I contribute to second collections including both parish and diocesan collections?**

A. Yes, all automated giving participants have the opportunity to contribute to second and special collections at the parish, including Christmas, Easter, Peter's Pence and more.

**Q. How does a parishioner change his information, such as the amount of his/her donation, bank account number or mailing address?**

A. The parishioner can provide these changes to the church office or rectory or directly by visiting the website at [www.parishpay.com](http://www.parishpay.com).

**Q. Which payment methods are accepted?**

A. Automated transfers from your checking, savings accounts or major credit cards such as American Express, Visa, MasterCard, and Discover may be used to make monthly contributions, one-time gifts, and pledge payments.

**Q. Does the parishioner receive receipts for tax purposes?**

A. Yes, all contributors enrolled with ParishPay can print out an annual receipt directly from the website every January, which they can use as documentation for the IRS.

**Q. Can I donate a one-time gift or pledge for a specific term?**

A. Yes, one time gifts are graciously accepted. Participants can also arrange for a specific amount to be paid over a number of months.

**Q. Can a person sign up for automatic contributions even if he is not already registered with that parish or residing within the parish boundaries?**

A. Yes. All stewards are encouraged to enroll.