

Giving Through Bank Bill Pay



Automatic Bill Pay is a great way to give regularly and consistently to St. Monica Church. You can change the amount or frequency of your donations with ease. In addition, it saves St. Monica Church transaction and credit card processing fees. Each January, St. Monica Church will provide an annual statement showing the contributions you have made in the prior year through all methods of payment including Bill Pay for your tax preparation.

Set up Instructions

1. Follow the instructions on your bank's website to set up a new bill or payee.
2. If given a choice, choose to pay a company rather than a person.
3. In the space for Company Name, enter **St. Monica Church**
4. In the space for Company Address, enter **635 First Avenue, Berwyn, PA 19312**
5. In the space for Company Phone, enter **610-644-0110**
6. In the space for Account Number, enter your First Initial and Last Name and envelope number if known (e.g., **JSmith 375**)
7. After you have set up St. Monica Church as a payee, it will be added to your list of payees and you can select it and enter an amount and date at any time.
8. To set up a recurring payment, follow the bank instructions to set up a regularly occurring contribution to St. Monica on a weekly, monthly, quarterly or annual basis.