

Office of the Treasurer

September 6, 2012

In effort to help each church reach their Connectional Giving goal, beginning the 2013 fiscal year, the Conference Fiscal office will utilize the capability to draft apportionment payments.

How will this process work?

We will take your annual apportionment amount and divide it by 12 for the total number of months. That amount will be drafted from your account monthly and applied to each apportioned fund appropriately. If you wish to have a different amount drafted, provide that amount on the attached form. That fixed amount will be drafted from your account monthly and applied to each apportioned fund appropriately.

What if we are unable or do not wish to make a payment?

If you are unable or do not wish to make a payment in any given month a “draft hold” can be placed on the church’s account. Simply send an email notice at least two business days before your draft date to frank@awfumc.org. In the subject line of your email include “draft hold - your church name (GCFA number-conference number)”. The draft will be put on hold for that month only. We will continue drafting as normal the following month unless notified.

Please note: we will not make double withdrawals for any draft hold. There are two options to submit missed payments

1. Send an email notification giving permission to make up the draft hold. Specify in the email the draft date, draft amount, and which draft hold you are making up. In the subject line of your email include “draft hold makeup - your church name (GCFA number-conference church number)”.
2. Mail in a check payment along with a remittance form. Be sure to note on the remittance form which draft hold the check payment is making up.

Special Offerings

Because the drafts will be systematic, special offerings will not be drafted. If you would like to contribute to a special offering, please continue to submit contributions by check along with a completed remittance form.

How to Enroll

If you would like to participate, complete the attached form and return with a voided check by fax, email, or mail by **December 1, 2012.**

Fax: 334-274-1052 (Attn: Kenyona Brown)

Email: kenyona@awfumc.org

Mail AWF Conference Fiscal Office
Attn: Kenyona Brown
100 Interstate Park Drive, Suite 100
Montgomery, AL 36109

We encourage you to move forward with us in the New Year as we embark on this new process.

Grace and Peace,
Fiscal Team