

Recurring ERS Contributions

In addition to sending payments/contributions to your conference electronically, you can now setup payments or contributions to happen automatically on a schedule that you specify. You can now have the ability to add or remove payment methods by clicking on “[Manage Payment Methods](#)”.

Checks

Show expired recurring payments?


Recurring Donations							
Source	Schedule	Day	Purpose	Amount	Start	End	
Checking 6888	Weekly	Monday	Clergy Tithes	\$125.00	04/27/2015	12/27/2015	Delete
Checking 6888	Monthly	25	A/R General Retirement	\$50.00	04/25/2015	12/25/2015	Delete
AmericanExpress 8431	Weekly	Monday	Clergy Tithes	00023Gx			Add

[Manage Payment Methods](#)

Source – Select a payment method that you have previously setup

Schedule – Select Weekly or Monthly

Day – specify the day of the week (Weekly Schedule) or day of the month (Monthly Schedule).

Purpose – the default purpose is Clergy Tithes but you can search for any valid purpose to contribute to by clicking on the “” symbol.

Amount – specify the amount of the recurring payment.

Start – specify the start date of the recurring payment. You can click in the box to select from a calendar or type in the date in the format of MM/DD/YYYY. **The Start Date must be at least one day later than the current date.**

End – specify the date that the recurring payment expires.

Manage Payment Methods – you can add new payment methods or remove existing payment methods with this selection.

Payment Methods

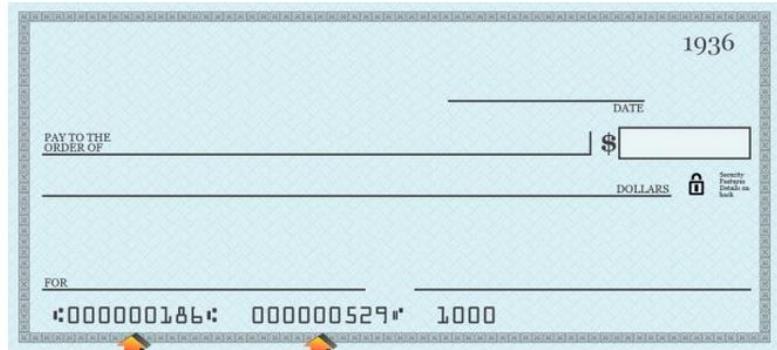
Account Type	Account Number	
AmericanExpress	XXXXXXXXXX8431	Delete
Checking	XXXXX6888	Delete

Add New Payment Method

Account Type

Routing Number

Account Number



Routing Number Account Number

Add New Payment Method

Account Type

Name On Card

Account Number

Exp Month (MM)

Exp Year (YY)



Exp Month / Year Account Number