

Parishioner's Guide to ParishPay: Frequently Asked Questions

Q. How do I enroll?

A. Enrollment is easy and free. You can enroll by:

1. Signing up directly on the ParishPay website at www.parishpay.com,
2. Go to www.stpatrickinarmonk.org and click on the **ParishPay** icon
3. Sending the attached enrollment form to the Rectory at:
PO Box 6 Armonk, NY 10504 Attn: Mary Ryan
4. Filling out an enrollment form at the rectory,
5. Calling 866-PARISH-1 (866-727-4741) option 2

Q. Why should I use ParishPay? What are the benefits?

- ✓ It allows you to plan your giving, in the same way you budget other financial commitments.
- ✓ You will not have to worry about writing a check or finding your envelopes before mass.
- ✓ You can easily change your amounts at any time via the website or a phone call to the rectory or ParishPay.
- ✓ The Parish Benefits from a more even income stream

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.

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.