



THE @LIBRARY FOUNDATION MAKES YOUR GIFT BY ELECTRONIC FUNDS TRANSFER (EFT) EASY AS 1-2-3

- Yes! I would like to support The Library Foundation with a monthly contribution conveniently and safely paid through my bank.**

I hereby authorize [The Library Foundation](#), to initiate debit entries to my account indicated below at the depository financial institution named below, hereinafter called **DEPOSITORY**, and to debit the same to such account. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law.

Company or Individual Name _____ Recipient ID: _____ *(Office Use Only)*

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail Address: _____

Account Information:

Account Type: Checking _____ Savings _____

Customer's Account Number: _____ Personal Business

Customer's Bank Routing Number: _____ *(See Example Below)*

Bank ID Type: ABA (Domestic) *(Office Use Only)*

Authorized Amount to Withdraw: _____ 1st 15th (monthly ___ quarterly ___ yearly ___ other ___)

Date for Last Withdraw: _____

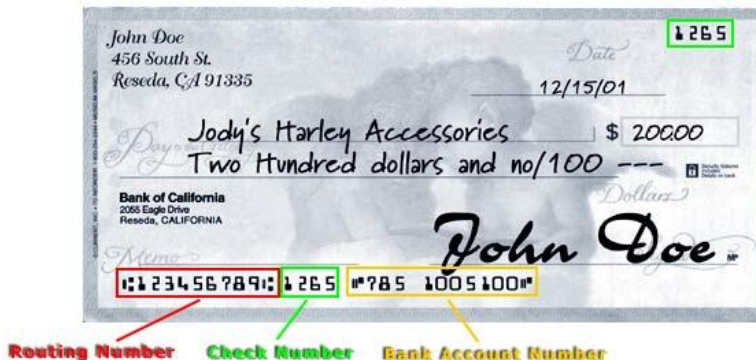
- This authorization is to remain in full force and effect until [The Library Foundation](#) has received written notification from me of its termination in such manner as to afford [The Library Foundation](#) and DEPOSITORY a reasonable opportunity to act on it.**

✓ SIGNATURE _____ DATE _____

NOTE: ALL WRITTEN AUTHORIZATION **MUST** PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

- Please attach a copy of a voided check along with this completed form.**

(Example)





Topeka and Shawnee County Public Library
1515 SW 10th Avenue
Topeka Kansas 66604-1374
785-580-4498
785-580-4497
Tax ID Number 48-0956441

The Library Foundation Monthly Giving Program

The Topeka and Shawnee County Public Library touches over 2500 people daily and was recently ranked number one among public libraries in the state of Kansas. You can help ensure the future success of The Topeka and Shawnee County Public Library by becoming a monthly donor.

Becoming a monthly donor of The Library Foundation is:

- EASY** simply choose the amount & date your gift should be transferred
- FLEXIBLE** if you decide to change your gift amount or suspend your support, just call 580- 4498 and we will promptly handle your request
- REWARDING** your gift will help us to continue to provide outstanding programs and customer service.

FAQ

What is the Library Foundation Monthly Giving Program?

The Library Foundation Monthly Giving Program is made up of donors who support the Foundation's work on behalf of the Topeka and Shawnee County Public Library and wish to contribute on a regular basis through monthly gifts.

How does the Monthly Giving Program work?

Each month, you have a fixed sum transferred automatically from your checking or savings account. Your donation is transferred directly into The Library Foundation's bank account. This is similar to other electronic payments such as mortgage or utility bills.

What are the advantages of the Monthly Giving Program?

You will save the time needed to write checks and the cost of postage to mail them. Best of all you can be assured your gifts are helping ensure quality services and programs at your Topeka and Shawnee County Public Library.

What's the next step?

Simply complete the form on back and we'll do the rest.

What record will I have of my gift?

Your checking or savings statement will show each transaction, and you will receive an annual receipt from The Library Foundation at the end of the calendar year.