# Frequently Asked Questions

#### What is Electronic Funds Transfer (EFT)?

EFT is an easy way to make a consistent gift over time from your checking account. You can give as much as you want on a monthly basis while saving yourself the time it takes to write and mail a check each time.

#### How does it work?

Fill out this form, mail it to us with a voided check and your monthly donation will be automatically withdrawn.

<u>Is there a minimum to give?</u> The minimum monthly gift is \$5.

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#### Can I make a quarterly gift?

At this time, the only option is to give monthly by EFT.

#### Can I choose what date of the month my gift is deducted?

Gifts will be deducted on the 20th of the month. If that date falls on a closed business day, your gift will be deducted on the next business day staff are available. Records of each gift will appear on your monthly account statement.

#### What if I switch banks?

Just send in an EFT form with your updated account information and the change will be made within 30 days.

#### How do I make a change or stop my contribution?

Contact the Minnesota State University, Mankato Foundation, Inc. by emailing **university-development@mnsu.edu** or mail: 126 Alumni Foundation Center, Mankato, MN 56001.

## Why do I have to mail a form in; can't I sign up for this online?

Currently, we need your signature as authorization for recurring payments from your checking account. The only way to obtain that signature is by mailing a signed EFT form.

## Can I give a recurring gift by credit card?

Yes, to give a recurring gift on your credit card, please sign up at: https://alumni.mnsu.edu/giving. To make a change to your existing credit card recurring gift, please contact us at 507-389-6832 or university-development@mnsu.edu.



#### Electronic Funds Transfer (EFT) Recurring Gift - Checking Account



Name		
Address		
City	State	Zip
Telephone	Email	
<ul> <li>Matching Gift Company</li> <li>Check your company at matchings</li> </ul>		
\$ monthly	Note: There is a \$5 minimum amount.	
Beginning Month:	Gift will be processed on or after the 20 <sup>th</sup> c	of the month.
Gift Designation:		
University Achievement Fund	unrestricted: use where need is greatest	
Designated for the following (List account number if known)	college, department or program:	
Checking (attach voided che		
I authorize the Minnesota State Ur		ly withdraw a recurring contribution from my checking
account for the amount indicated	above. This authorization shall remain in effect un	til I notify the Minnesota State Mankato Foundation in
writing or by emailing <b>university-c</b>	evelopment@mnsu.edu that I wish to end this ag	reement, and they have had a reasonable opportunity
I authorize the Minnesota State Un account for the amount indicated writing or by emailing <b>university-c</b> to act on my instructions. I underst <i>Please keep a completed and sig</i>	and that the processing time to start or stop payme	ents may take up to 30 days.
Please keep a completed and sia	ned copy of this form for your records.	

Please keep a completed and signed copy of this form for your records.

Signature	Date	
0		

Solicitor (office use)

# Thank you. Your gift makes a difference!

Return completed form with voided check to:

Minnesota State Mankato Foundation 126 Alumni Foundation Center Mankato, MN 56001

Call 507-389-6832 or 800-662-2705 (V), 711 or 800-627-3529 (MRS/TTY) for more information.

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