

## **INSTRUCTIONS FOR DONATIONS BY E-TRANSFER\***

1. Add Southridge as a new e-transfer recipient with the email address [generalfund@southridgechurch.ca](mailto:generalfund@southridgechurch.ca)
2. Skip setting a security question (Southridge has Auto Deposit set up).
3. As you make the transfer, select the recipient Southridge (that you set up in Step 1).
4. **IMPORTANT:** Please be sure to include your Name and Address in the Message section of the transaction (we need this information in order to issue an tax receipt for this donation).

\*E-transfer is only available for donations to the General Fund (not any other specific designations).