

如果您在教會網站上直接網上奉獻，過程中將會被扣除奉獻金額的 2.3% 以及\$0.35 的手續費。

If you give online offering on church website: There will be 2.3% in service fees + \$0.35 per transaction charged to EFCI.

如果您想避免教會負擔手續費，以下教導二種方式可避免手續費

If you want to avoid EFCI being charged with the service fee, currently there are two methods that you may consider:

註：宣教基金奉獻必須另寫支票寄給教會，抬頭EMCI，無法以此方法奉獻。
We apologize that we cannot use this for mission fund, for mission fund, please write your check payable to EMCI, and mail it to church.

I. Set up E-check to EFCI with your Bank (like how you pay your utility bill) 在您的銀行設立自動寄出電子支票給教會 (類似您設立每月付水電帳單)

Note: 這是讓銀行寄出電子支票，並不是轉帳

This is for your bank to send out an actual check, not an electronic wiring.

因為每家銀行網路版面不同，我們這邊只提供幾家大銀行的操作程序供參考

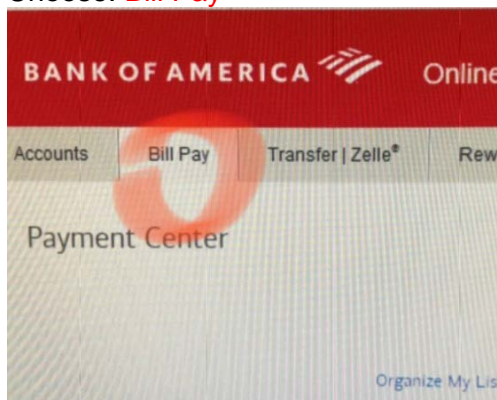
Each Bank has different interface for their website, we are just providing a few major banks to show as an example.

The first two steps are the same, log into your own online banking 您需要在網上能進到自己的銀行帳戶：

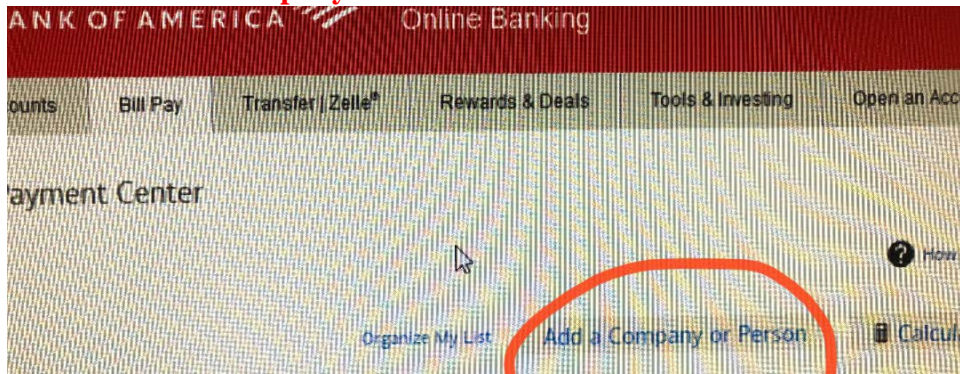
- must have an online banking account 到您自己銀行的網上
- Sign-In 登入

A. Bank of America 美國銀行

1. Choose: **Bill Pay**



2. Choose **"Add a Company or a Person"**



3. Choose **"Charities"**
4. Choose **"Other Company"**
5. Enter Company Name: EFC of Irvine, Account number: **83903963**
Type in Church Address: **17422 Armstrong Ave., Irvine**
Zip code: **92614**

A screenshot of the 'Add a company or person' form in the Bank of America online banking system. The 'Company' tab is selected, and the 'Other company' option is chosen. The form fields are filled with: Company Name: EFC of Irvine, Account Number: 83903963, Address Line 1: 17422 Armstrong Ave., City: Irvine, State: CA. The 'Nickname' and 'Address Line 2' fields are empty. The 'ZIP Code' field is partially visible at the bottom.

6. Set up amount and pay frequency. (you may change this or stop this any time) 輸入您付款的數目以及未來的頻率，這部分您之後可隨時取消或更改。

B. Citi Bank 花旗銀行

1. Click on: **Payment & Transfer**, choose: **Pay Bills**



Welcome, H
Last sign on

- PAYMENTS
- TRANSFERS
- Activity
- Your Citi Accounts
- Pay Bills**
- Your External Accounts
- Pay Citi Credit Cards
- Any Citi Accounts
- Manage Payees
- Any External Account
- Balance Transfers
- Send with Zelle®

We appreciate your patience. For faster account management, use the Citi Mobile App. We'll send you a link to Message Us in the App. See the latest info on how to request [more.](#) >

COVID-19? [Request help here.](#) >

2. Choose Payee Type: **Individual / Manuel Payee**, click next

ATM/Branch Open an Account

Search

Accounts Services Rewards & Benefits Profile Sign Off

Payments and Transfers - Add a Payee

Step 1: Set Up Payee Step 2: Verify Info Step 3: Confirmation

Before you can make a payment to a payee, you must first add it to your payee list. Please enter the new payee information. You can also use our [Transfer Payment](#) option to make faster payments to linked Citibank accounts. [Link your account now.](#)

(All fields are required unless specified as optional)

Payee Type

Individual / Manuel Payee

Next [Cancel >](#)

3. Enter EFC Irvine Information
EFC of Irvine: **17422 Armstrong Ave., Irvine, Ca**
Zip code: 92614
Account number is optional (not needed)
Memo: put your name & offering
Click: Next

Payments and Transfers - Add a Payee

Step 1: Set Up Payee

Step 2: Verify Info

Step 3: Confirmation



Enter the payee information below:

(All fields are required unless specified as optional)

Payee Full Name

EFC Irvine

Nickname

EFC Irvine

Address Line 1

17422 Armstrong Avenue

Address Line 2 (optional)

City

Irvine

State

California (CA)

Zip Code

92614

Memo (optional)

Account Number (optional)

Benjamin Chen offering

Next

Cancel >

4. Click: **Confirm**

5. If it's your first time 如果是第一次，很重要：您還需要：**Activate Payee**

Search

ts Services Rewards & Benefits

Profile

Sign Off

Payments and Transfers - Add a Payee

Step 1: Set Up Payee

Step 2: Verify Info

Step 3: Confirmation



EFC IRVINE has been added to your payee list under the name EFC IRVINE.

Before making a payment to this payee, you'll need to activate it.

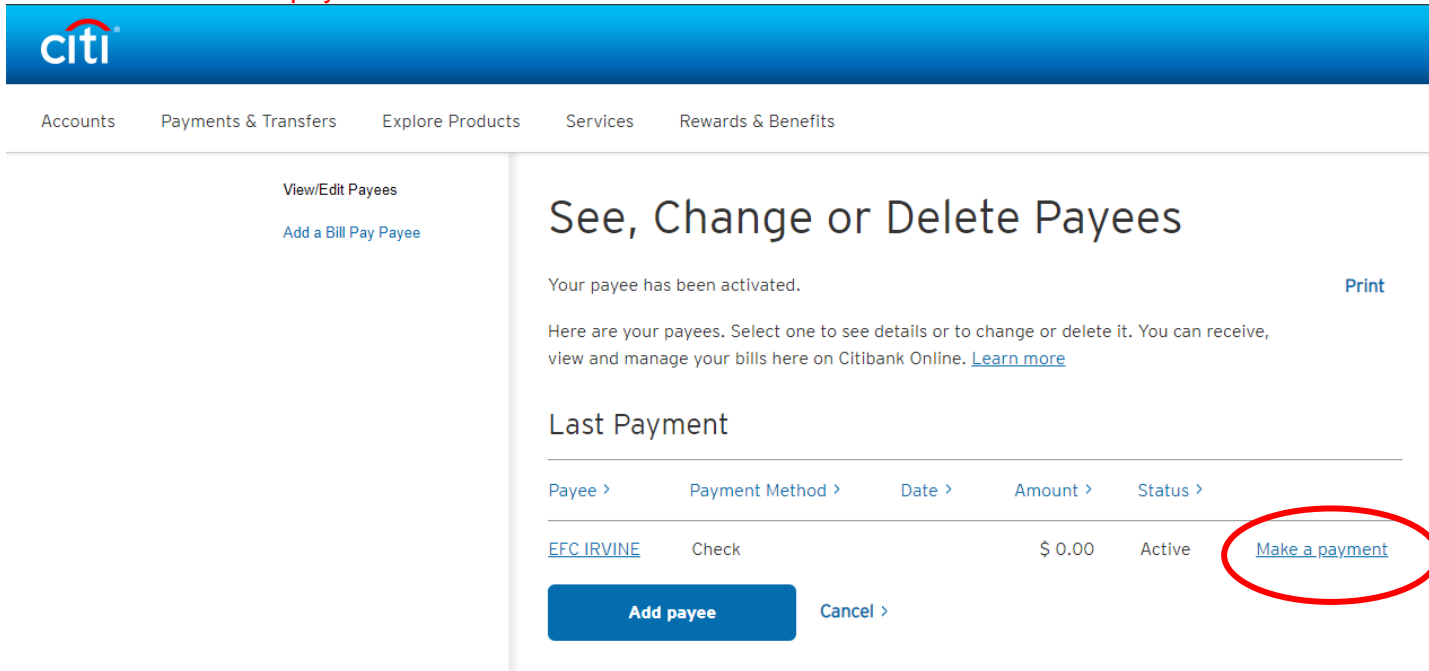
• **Activate payees**

• Add another payee

• See payee list

• View record

6. Click : **Make a payment**



7. Enter the amount on the check, then click ok 輸入要奉獻的金額，然後確認就可以了

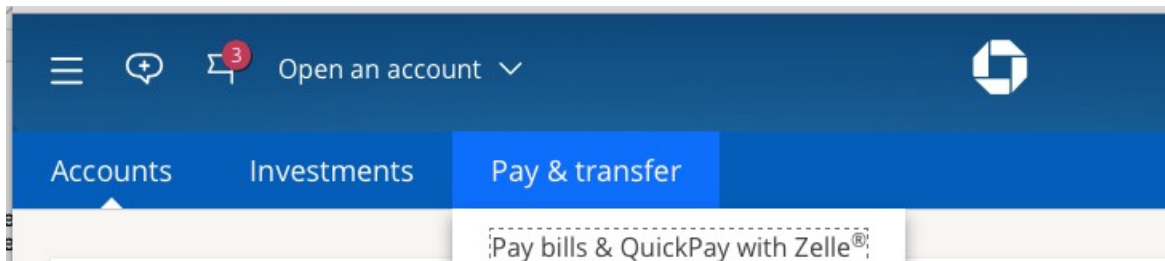
C. Chase Bank 渣打銀行

Step 1: for Chase, please move your mouse to **“Pay & Transfer”**

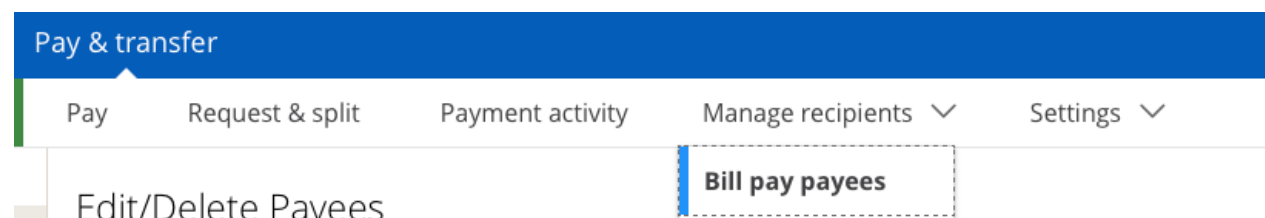
Step 2: click on **“Pay bills & QuickPay with Zelle”**

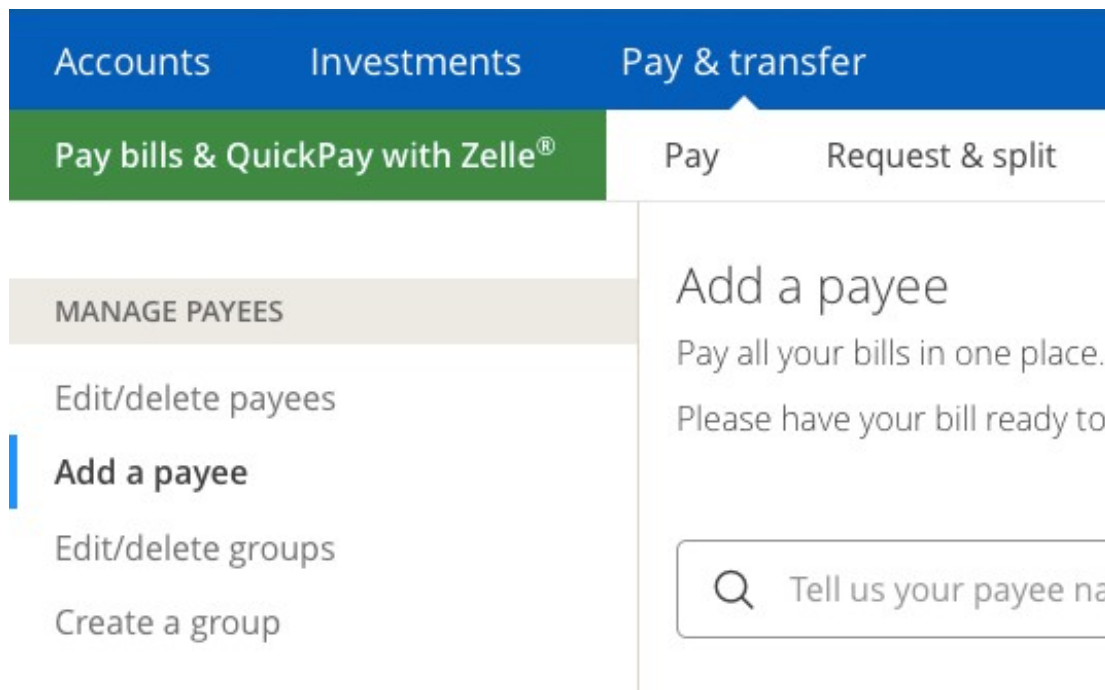
Note: You are NOT doing a zelle transfer as EFCI does not have an account can receive by Zelle, we are just choosing to send an electronic check, but Chase bank has the option under Zelle, so we apologize for the confusion

注意，我們並不是要用 Zelle 轉帳，教會並無法收 Zelle，只是 Chase Bank 寄出電子支票的選項在 Zelle 底下，所以抱歉造成您的誤解及不便。



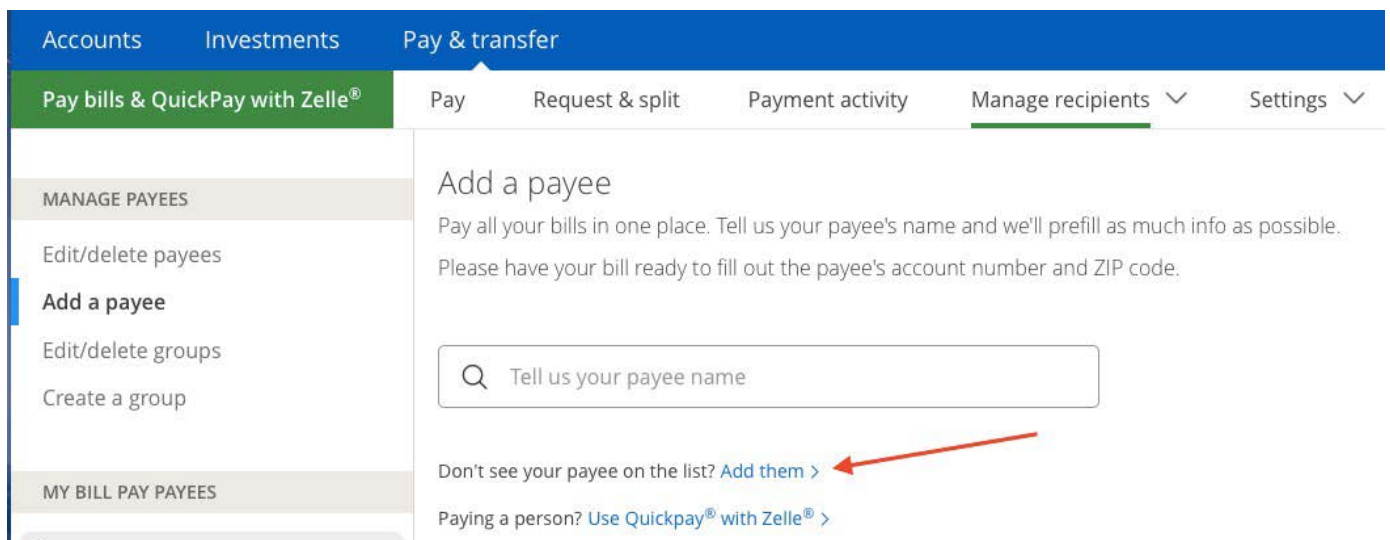
Step 3: Move your mouse to **“manage recipient”** and click on **“Bill pay payees”**





Step 4: on the left margin, click on “add a payee” 新加收款人

Step 5: Click on “add them”



Step 6: fill out the following information to the sheet, and please remember to check the box: “I don’t have an account number with the payee” 填入EFCI當收款人，填入教會地址與電話，最後一定要請記得勾選「我沒有這個收款人的帳號」。




Payee: EFCI

Pay to Address: 17422 Armstrong Ave., Irvine, Ca 92614

Phone #: 949-261-8007


This way the church will receive an actual check from your bank 這樣教會會實


際受到你的銀行寄出的支票（不是轉帳）

Sign

quest & split

Payment activity

Manage recipients 

Settings 

Payee name

Paying a person? [Try Chase QuickPay® with Zelle® >](#)


Nickname (optional)

Pay-to address

Street address or P.O. Box

Address line 2 (optional)

City

State 

ZIP code

5 digits

+4 (optional)

Phone number (optional)

Account number

Enter it as it appears on your statement or bill.

Confirm account number

I don't have an account number with this payee.

Upon completion, it should look like this 填好後看起來長這樣:

nsfer

Request & split Payment activity **Manage recipients** ▾ Settings ▾

Payee name: EFCI

Paying a person? Try Chase QuickPay® with Zelle® >

Nickname (optional):

Pay-to address: 17422 Armstrong Ave
Street address or P.O. Box

Address line 2 (optional):

City: Irvine

State: California ▾

ZIP code: 92614 5724
5 digits +4 (optional)

Phone number (optional): 949-261-8007

Account number:
Enter it as it appears on your statement or bill.

Confirm account number:

I don't have an account number with this payee.

不需要輸入 no need for account number:

enter it as it appears on your statement or bill.

Confirm account number:

I don't have an account number with this payee.

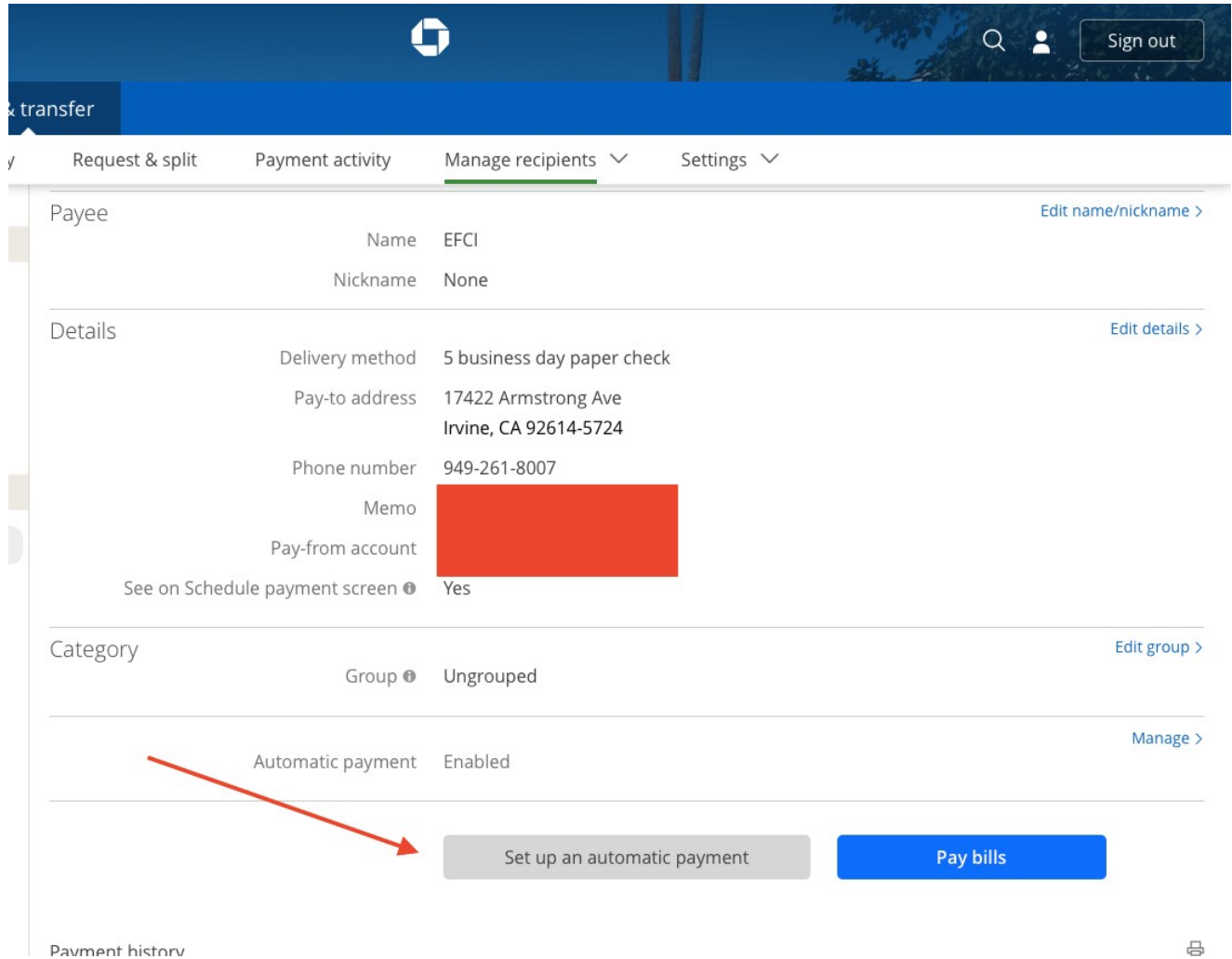
Since you don't have an account number, this gives your payee more information.

Enter a message to your payee:

Step 7: on the “enter a message to your payee”, you may type in your memo such as “Kitty’ Yang’s Tithe for general fund” OR “Andy Chen’s offering for building fund” etc. 最後用給收款人的信息：註明你的名字以及奉獻款項（例如：一般奉獻，建堂基金, etc.）

Step 8: Then, you may select the account you'd like to pay from, the frequency, the amount, the date to send as you desire. 可以設定每月固定寄出電子支票

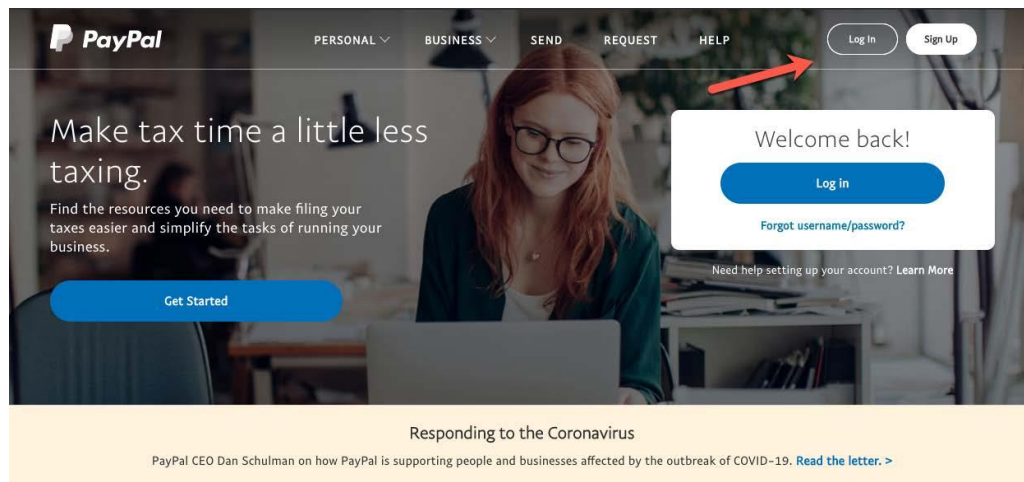
You can manage your auto payment upon finish. The final result should appear like this



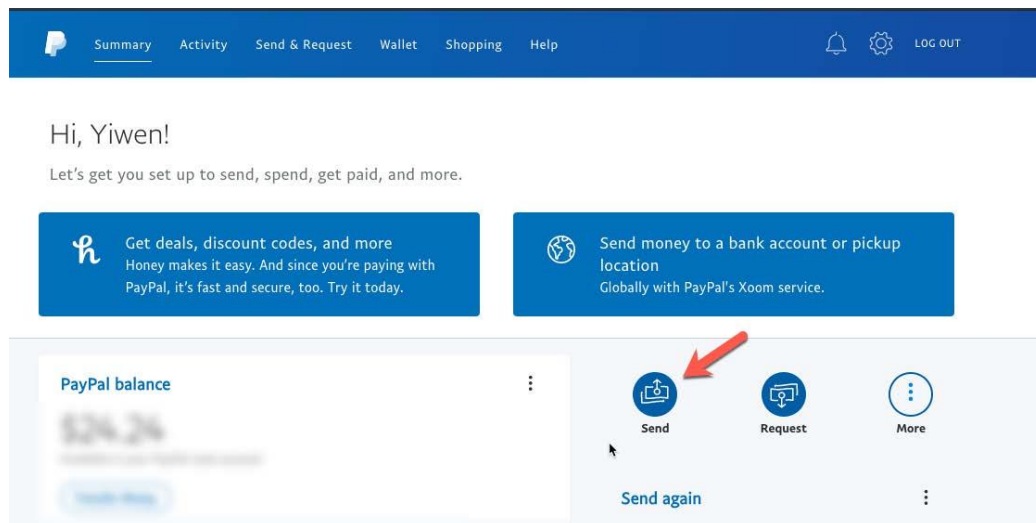
II. PayPal

如果您有 PayPal 帳號，直接從 PayPal 奉獻，不經由教會網站。If you have a PayPal account, then tithe using PayPal Interface with No Fees

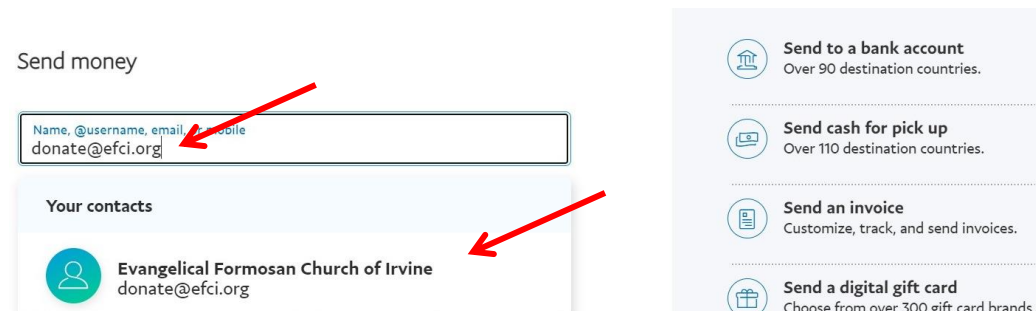
1. Sign into PayPal 登入您的 PayPal 帳號 <https://paypal.com>



2. On your Summary Dashboard, Click Send 在介面上，按“寄出錢”



3. In the Send Money Search Field – enter donate@efci.org (EFCI Account Email) and Click Next
鍵入教會帳號的 email



4. Select the option 選擇: “Sending to a Friend”

Evangelical Formosan Church of Irvine

\$

USD ▾

Sending to a friend Change

Add a note

You're sending with Change

5. In “Add a Note” field, you can indicate the type of fund - General Fund, Building Maintenance Fund, Building Fund. If this field is left blank – then the fund will go to general fund. 可以在 Note 處註明：建堂基金/堂會維護等專款，或註明為一般款項。

(For mission fund, at this moment please mail your check to church payable to EMCI or donate via <https://www.emcimission.org/>) 若是宣教基金，請您直接寄支票到教會，抬頭：EMCI，或是透過 <https://www.emcimission.org/> 做現上捐款支持宣教事工

Evangelical Formosan Church of Irvine

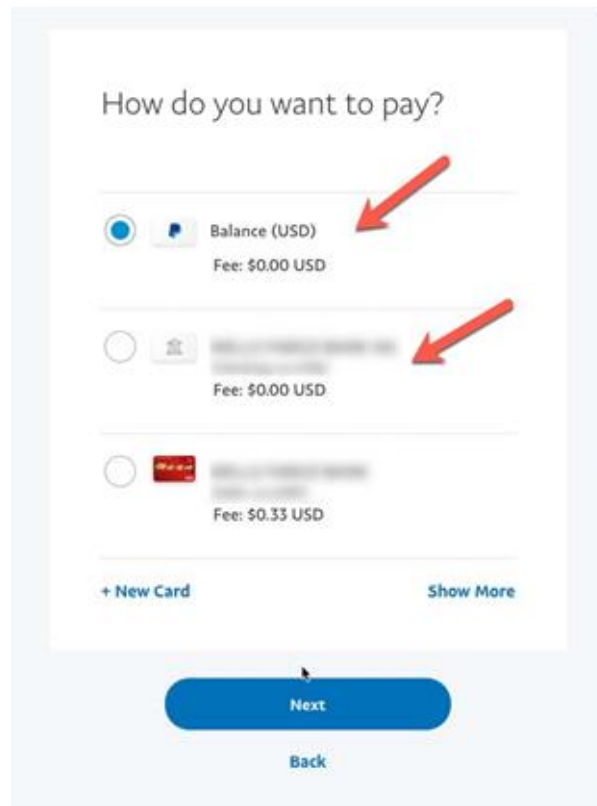
\$

USD ▾

Sending to a friend Change

General Fund Change

6. If you have you bank account connected or have balance in your PayPal account, please select them here and you will be able to transfer the tithe with \$0 Fee. 請選擇用您的 Paypal 帳戶內的款，或是您 PayPal 帳戶連結的銀行戶頭（而不選用信用卡），就可免除手續費。



7. Hit Send Payment Now and You're Done! 最後選擇寄出款項。

