Christian Reformed Church

Pre-Authorized Remittance (PAR)
Administrative Details

Find following some further general details which explain the PAR program from an administrative viewpoint.

1. The PAR brochures are available in any quantity, if you wish to proceed. The brochure includes the PAR Authorization Form.

2. You will need someone to act as the PAR Administrator at the local level, as all participant communication will be directed to that person. And in turn, CRC office will only communicate with the designated Administrator.

3. Presently, a basic Excel form is needed for uploading the necessary info once a month for processing. The Excel template is provided to the Par Administrator. This remittance form is required to be received by the 10th of each month in order to ensure changes are made in that month.

4. Presently, only the 20th is available as the designated processing date.

5. Simultaneously, on that date, all participant accounts are debited and correspondingly a single sum credit is made to the church's account.

6. The Excel form is confirmation of the details of the transaction.

7. Returns or problems are simply debited to the church's account with notice and the expectation that the local PAR administrator would follow up with participants as required.

8. Presently, the PAR program is being offered at no cost for churches participating in the CIBC Netting For Interest (NFI- the underlying banking partnership agreement the CRCNA has developed with the CIBC) program. This is due to the transaction fees associated with cheque deposits (already being incurred under the NFI program) being offset by electronic transaction fees.

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