

## Guide for Unit Treasurers

### *A How-To Guide to Women of the ELCA Offerings*

The many ministries of Women of the ELCA, carried out in all our three expressions (congregational and special units, synodical women's organizations, and the churchwide organization), depend entirely upon the generosity of women throughout our church and those who love them. Women of the ELCA is deeply grateful for your generous support. *Thank you.*

This how-to guide is for treasurers serving congregational and special units. It describes the ways that unit participants financially support our organization, and the ways that you, the treasurer, can make sure their gifts and offerings get where they need to go.

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The churchwide constitution of Women of the ELCA describes four forms of offerings, and over the years, other opportunities for generosity have arisen.

**Regular Offerings** are given whenever women gather. These gifts, as outlined in our constitution, are the backbone of all our ministries together.

- **How they work:** Women gather for study or action and make a voluntary offering. The unit treasurer collects these offerings and deposits them in the unit's checking account. As recommended by our elected churchwide board over the years, the unit keeps a share for its own ministries, and forwards 50% or more to the synodical women's organization. The synodical women's organization then keeps a share for its own ministries, and forwards 50% or more to the churchwide organization.
- **How to handle them:** Make out one check to Women of the ELCA and send it to the treasurer of your synodical women's organization, with a filled-in copy of Form A (see the sample in the second part of this document).

Please do not send your Regular Offering to the churchwide office in Chicago, to the old P.O. box in Chicago, or to the gift processing center in Merrifield. Regular Offerings sent anywhere but to the treasurer of your synodical women's organization will be badly delayed or even returned to you.

If you do not know who the current treasurer of your synodical women's organization is, the best place to find out is your SWO's newsletter or website. If you cannot find it there, you may call the churchwide office at 773-380-2730.

**Women of the ELCA** Offering Form A  
For use by CONGREGATIONAL UNITS  
for offerings to SYNODICAL TREASURER

Use Form A to submit Regular Offerings and SWO Convention Offerings to your Synodical Women's Organization. Make checks payable to "Women of the ELCA." Mail form with check to your synodical treasurer.  
For more information, please call 1-800-638-3522, ext. 2730.

CONGREGATION NAME	NAME
CONGREGATION ADDRESS	CONGREGATION NUMBER
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	CITY
STATE	ZIP
REGULAR OFFERING	\$
SWO CONVENTION OFFERING	\$
CONFERENCE OR CLUSTER OFFERING*	\$
	\$
	\$
TOTAL	\$

\* It is recommended that at least 50% of your cluster or conference offerings be sent to the synodical treasurer to be passed on in full to the churchwide women's organization. Send the rest of your offerings through a cluster or conference entity.

Regular Offerings

**Thankofferings** are gifts made in gratitude for blessings received. According to our founding documents and the churchwide constitution, Thankofferings support the ongoing ministries of the churchwide organization.

- **How they work:** Our longstanding tradition is that women set aside these gifts at home whenever the Spirit moves them to gratitude, and then gather for a Thankoffering. Many units hold Thankoffering services with the participation of the entire congregation. See [welca.org/Thankofferings](http://welca.org/Thankofferings) for more.
- **How to handle them:** Deposit individuals' Thankofferings in the unit's checking account. (Thank-you notes from your unit's leaders are a lovely community-building gesture.) Then write one check for the total amount on the unit's account to Women of the ELCA. This is how your unit is credited for the offering. An acknowledgment will be mailed to your congregation, and your synodical leaders will see your unit's Thankoffering on the reports they receive. Then please forward the unit's check with a filled-in copy of Form B (see the sample in the second part of this document) to:

**Women of the ELCA**  
**ELCA Gift Processing Center**  
**P.O. Box 1809**  
**Merrifield, VA 22116-8009**

Please do not send your Thankoffering to the churchwide office or the old P.O. box in Chicago. (If you have any forms with the old P.O. box address, please destroy them and use the current version included at the back of this document.) Offerings sent anywhere but Merrifield will be badly delayed.

**Women of the ELCA** **Offering Form B**  
 For use by CONGREGATIONAL UNITS for offerings to CHURCHWIDE

Use Form B for Thankofferings, whose leader(s) must, under the name of the unit, sign the check. Special offerings, and designated gifts to ELCA and ELCA ministries, when check payable to "Women of the ELCA." For more information, please call 1-800-800-8000, ext. 319 or visit us at [www.womenofelca.org](http://www.womenofelca.org).

Mail form with check to: Women of the ELCA, ELCA Gift Processing Center, P.O. Box 1809, Merrifield, VA 22116-8009.

DATE	
CONGREGATION OFFICER	UNIT TREASURER
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	CITY
STATE	ZIP
DESCRIPTION	AMOUNT
THANKOFFERING	\$
WELCA WHERE NEEDED MOST	\$
	\$
	\$
	\$
TOTAL	\$

Thankofferings

**Designated Gifts** support particular ministries or initiatives of the churchwide organization of Women of the ELCA or, *through* Women of the ELCA, ministries or initiatives of the larger church.

- **How they work:** Designated Gifts may be given to support Women of the ELCA ministries or initiatives including Katie’s Fund, Women of the ELCA Scholarships, and more. Designated Gifts may also be given *through* Women of the ELCA to support ELCA and other Lutheran ministries, including ELCA World Hunger, Lutheran World Relief Freight for Quilts, and more. For details, see the next page..
- **How to handle them:** Make out your unit's check to Women of the ELCA and write the name of your designated ministry or initiative on the memo line. Then forward it with a copy of Form B (see the sample in the second part of this document) to:

**Women of the ELCA  
ELCA Gift Processing Center  
P.O. Box 1809  
Merrifield, VA 22116-8009**

Please do not send your Designated Gift to the churchwide office or the old P.O. box in Chicago. (If you have any forms with the old P.O. box address, please destroy them and use the current version included at the back of this document.) Gifts sent anywhere but Merrifield will be badly delayed.

**Women of the ELCA** **Offering Form B**  
For use by CONGREGATIONAL UNITS for offerings to CONGREGATIONS

Use Form B for ThankOffering, Welcome Fund, Katie's Fund, Special Offerings, and Designated Gifts to ELCA and ELCA members. Make check payable to "Women of the ELCA." For more information, please call 1-800-444-4444, ext. 2116 or go online to [www.womenofelca.org](http://www.womenofelca.org).

Web form will check for: Women of the ELCA, Book Gift Processing Center, 445 New Circle, Merrifield, VA 22116-8009.

MEMBER INFORMATION	
NAME	
ADDRESS	
CITY	
STATE	
ZIP	
OFFERING INFORMATION	
MEMBER NUMBER	
UNIT	
AMOUNT	
THANKOFFERING \$	
WELCA WHERE NEEDED MOST \$	
\$	
\$	
\$	
TOTAL \$	

Designated Gifts

## More about Designated Gifts to and through Women of the ELCA

Following are some examples of programs or initiatives of the churchwide women's organization that you may support with designated gifts. Other initiatives and programs are offered from time to time, often in connection with churchwide events.

- Café
- Racial Justice
- Katie's Fund
- Women of the ELCA Scholarships

Designated gifts to churchwide ministries of the ELCA may also be made through Women of the ELCA. Below are some examples.

- Project Comfort/Freight for Quilts-LWR
- LWR through ELCA World Hunger
- AMMPARO: Accompanying Migrant Minors
- ELCA World Hunger
- Lutheran Disaster Response
- Good Gifts
  - please specify from catalog
- God's Global Barnyard
  - please specify from catalog
- Global Gifts
  - please specify from catalog
- Global Mission
  - Including Young Adults in Global Mission
  - Including YAGMs by name
  - Including your synod's global Companion Church
  - please specify that this is an ELCA Companion Church
- ELCA Missionary Sponsorship
  - Including ELCA mission personnel by name

**Please note:** Gifts to support other organizations, even Lutheran organizations such as colleges or camps, must be sent *directly* to that organization. Likewise, gifts in support of initiatives of synodical women's organizations must be sent *directly* to that synodical women's organization. The churchwide women's organization cannot forward these gifts.

More about Designated Gifts

**Special Gifts and Offerings** are given in support of other programs or activities of Women of the ELCA that are consistent with our mission and purpose.

- **How they work:** Some examples of programs supported by Special Gifts and Offerings would be Triennial Convention Support, Support for Youth Gathering Efforts, and other activities connected with churchwide events.
- **How to handle them:** Make out your unit's check to Women of the ELCA and write the name of your designated program or activity on the memo line. Then forward it with a copy of Form B (see the sample in the second part of this document) to:

**Women of the ELCA  
ELCA Gift Processing Center  
P.O. Box 1809  
Merrifield, VA 22116-8009**

Please do not send your Special Gift or Offering to the churchwide office or the old P.O. box in Chicago. (If you have any forms with the old P.O. box address, please destroy them and use the current version included at the back of this document.) Gifts sent anywhere but Merrifield will be badly delayed.

**Women of the ELCA** **Offering Form B**  
For use by CONGREGATIONAL UNITS for offerings to CONGREGATIONS

Use Form B for Thankofferings, Welcome Fund, Adult Fund, Special Offerings, and designated gifts to ELCA and ELCA members. Make check payable to "Women of the ELCA." For more information, please call a Unit and WELCA, call 1-800-4-A-UNIT or go online to [www.womenofelca.org](http://www.womenofelca.org).

Send forms with check to: Women of the ELCA, Attn: Gift Processing Center, 400 New Circle, Merrifield, VA 22116-8009.

CHURCH NAME	
CHURCH ADDRESS	
CITY	
STATE	
ZIP	
UNIT NAME	
UNIT ADDRESS	
CITY	
STATE	
ZIP	
AMOUNT	
THANKOFFERING	\$
WELCA WHERE NEEDED MOST	\$
	\$
	\$
	\$
	\$
TOTAL	\$

Special Gifts and Offerings

**Where Needed Most** is the most powerful, most flexible way to give to any organization. Gifts marked “Where Needed Most” make it possible for the churchwide organization not only to meet unexpected needs, but to set funds aside for future Triennial Conventions and other needs. If every congregational unit were to give \$100 marked “Where Needed Most” each year, that would cover the costs of the next Triennial Convention—and more.

- **How they work:** Gifts marked “Where Needed Most” are undesignated gifts—that is, they can be used in any way to forward the mission and ministries of the churchwide women’s organization.
- **How to handle them:** Make out your unit’s check to Women of the ELCA and write “WELCA Where Needed Most” on the memo line. Then forward it with a copy of Form B (see the sample in the second part of this document) to:

**Women of the ELCA  
ELCA Gift Processing Center  
P.O. Box 1809  
Merrifield, VA 22116-8009**

Please do not send your Where Needed Most gift to the churchwide office or the old P.O. box in Chicago. (If you have any forms with the old P.O. box address, please destroy them and use the current version included at the back of this document.) Gifts sent anywhere but Merrifield will be badly delayed.

**Women of the ELCA** **Offering Form B**  
For use by CONGREGATIONAL UNITS for offerings to CONGREGATIONS

Use Form B for Thankofferings, Where Needed Most, Adult Fund, Special Offerings, and designated gifts to ELCA and ELCA agencies. Make check payable to "Women of the ELCA." For more information, please call a staff and WELCA staff office at 800-333-2639 or www.womenofelca.org.

WELCA Form will check for: Women of the ELCA, Book Gift Processing Center, 400 New Circle, Merrifield, VA 22116-8009.

CHURCH NAME	ADDRESS
CITY	STATE
ZIP	
MEMBER NAME	MEMBER NUMBER
AMOUNT	
THANKOFFERING	<input type="checkbox"/>
WELCA WHERE NEEDED MOST	<input type="checkbox"/>
TOTAL	

Where Needed Most

**Faithful Friends** is the easiest way to give regularly, by automatic deduction from your checking account or your credit card. Most Faithful Friends are individuals, but units can also sign up as Faithful Friends with their checking account.

- **How they work:** Regular giving through Faithful Friends supports the ongoing ministries of Women of the ELCA.
- **How to handle them:** Fill in the Faithful Friends form (also included with this document) and forward it with a voided check to:

**Women of the ELCA Faithful Friends**  
**ELCA Gift Processing Center**  
**P.O. Box 1809**  
**Merrifield, VA 22116-8009**

Please do not send your Faithful Friends form to the churchwide office or the old P.O. box in Chicago. It will be badly delayed.

**GIVE MONTHLY**  
 Make a regular recurring gift and join  
 Faithful Friends  
 a group of personally-dedicated friends of Women of the ELCA  
 who provide consistent, ongoing support for our many ministries.

YES! I want to join Faithful Friends of Women of the ELCA!  
 Please deduct my recurring gift of \$ \_\_\_\_\_ from my checking account on the 15th of each month.  
 My voided check is enclosed.

**Signature:**  I agree to authorize Women of the ELCA to charge my bill automatically to my credit card, or to debit my checking account, for the amount of my recurring gift. I understand that I will be responsible for any overdraft charges.

Please mail this form and your voided check to:  
 Women of the ELCA Faithful Friends  
 ELCA Gift Processing Center  
 P.O. Box 1809  
 Merrifield, VA 22116-8009 *Thank you!*

To give by credit card, please fill in and mail the bottom half of this form.

YES! I want to join Faithful Friends of Women of the ELCA!  
 Please charge my recurring gift of \$ \_\_\_\_\_ from my credit card on the 15th of each month.

Visa  American Express  Discover  Mastercard

Credit card number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Name as it appears on the card (please print): \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**Signature:**  I agree to authorize Women of the ELCA to charge my bill automatically to my credit card, or to debit my checking account, for the amount of my recurring gift. I understand that I will be responsible for any overdraft charges.

Please mail this form to:  
 Women of the ELCA Faithful Friends  
 ELCA Gift Processing Center  
 P.O. Box 1809  
 Merrifield, VA 22116-8009 *Thank you!*

Faithful Friends



## **Another Way to Support Women of the ELCA**

**Amazon Smile** is an easy way to support the ongoing ministries of Women of the ELCA while shopping online.

- **How they work:** Individuals shopping at Amazon go to [smile.amazon.com](https://smile.amazon.com), not [amazon.com](https://amazon.com), and choose Women of the Evangelical Lutheran Church (our full name) as their charity. Every quarter, the Amazon Foundation forwards to the churchwide organization half a cent for every dollar our supporters spend, all anonymously. Amazon Prime benefits still apply.
- **How to handle them:** Treasurers don't have to do a thing except promote giving to Women of the ELCA through Amazon Smile.



# Offering Form A

For use by CONGREGATIONAL UNITS  
for offerings to SYNODICAL TREASURER

Use Form A to submit **Regular Offerings** and **SWO Convention Offerings** to your Synodical Women's Organization. Make check payable to "Women of the ELCA." **Mail form with check to your synodical treasurer.**

For more information, please call 1-800-638-3522, ext. 2730.

CONGREGATION	DATE	CONGREGATION NUMBER
CONGREGATION CITY/STATE	CONFERENCE OR CLUSTER NAME	
UNIT TREASURER NAME	PHONE NUMBER	
ADDRESS	EMAIL	
CITY/STATE	ZIP	

*Note: Your church secretary will have your congregation number and the name of your cluster or conference.*

DESCRIPTION	AMOUNT
REGULAR OFFERING	\$
SWO CONVENTION OFFERING	\$
CONFERENCE OR CLUSTER OFFERING*	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

\* It is recommended that at least 50% of any cluster or conference offering be sent to the synodical treasurer to be passed on in full to the churchwide women's organization. Use this line if you are handling the offering from a cluster or conference event.



# Offering Form A

For use by CONGREGATIONAL UNITS  
for offerings to SYNODICAL TREASURER

Use Form A to submit **Regular Offerings** and **SWO Convention Offerings** to your Synodical Women's Organization. Make check payable to "Women of the ELCA." **Mail form with check to your synodical treasurer.**

For more information, please call 1-800-638-3522, ext. 2730.

CONGREGATION	DATE	CONGREGATION NUMBER
CONGREGATION CITY/STATE	CONFERENCE OR CLUSTER NAME	
UNIT TREASURER NAME	PHONE NUMBER	
ADDRESS	EMAIL	
CITY/STATE	ZIP	

*Note: Your church secretary will have your congregation number and the name of your cluster or conference.*

DESCRIPTION	AMOUNT
REGULAR OFFERING	\$ 250.00
SWO CONVENTION OFFERING	\$
CONFERENCE OR CLUSTER OFFERING*	\$
	\$
	\$
<b>TOTAL</b>	<b>\$ 250.00</b>

\* It is recommended that at least 50% of any cluster or conference offering be sent to the synodical treasurer to be passed on in full to the churchwide women's organization. Use this line if you are handling offerings from a cluster or conference event.



# Offering Form B

For use by CONGREGATIONAL UNITS  
for offerings to CHURCHWIDE

Use Form B for Thankofferings, Where Needed Most, Katie's Fund, Special Offerings, and Designated Gifts to WELCA and ELCA ministries. Make check payable to "Women of the ELCA." For more information, please call 1-800-638-3522, ext. 2730 or go online to [womenoftheelca.org](http://womenoftheelca.org).

Mail form with check to: Women of the ELCA, ELCA Gift Processing Center, PO Box 1809, Merrifield, VA 22116-8009.

DATE		CONGREGATION NUMBER	
CONGREGATION	CONGREGATION CITY/STATE	ZIP	REGION/SYNOD
UNIT TREASURER NAME	PHONE NUMBER		
ADDRESS	EMAIL		
CITY/STATE	ZIP		

Note: Your church secretary will have your congregation number and your region/synod code.

DESCRIPTION	AMOUNT
W06G0420 <b>THANKOFFERING</b>	\$
DESIGNATED GIFTS & SPECIAL OFFERINGS (PLEASE SPECIFY)	
W06G0466 <b>WELCA WHERE NEEDED MOST</b>	\$
	\$
	\$
<b>TOTAL</b>	\$



# Offering Form B

For use by CONGREGATIONAL UNITS  
for offerings to CHURCHWIDE

Use Form B for Thankofferings, Where Needed Most, Katie's Fund, Special Offerings, and Designated Gifts to WELCA and ELCA ministries. Make check payable to "Women of the ELCA." For more information, please call 1-800-638-3522, ext. 2730 or go online to [womenoftheelca.org](http://womenoftheelca.org).

Mail form with check to: Women of the ELCA, ELCA Gift Processing Center, PO Box 1809, Merrifield, VA 22116-8009.

DATE		CONGREGATION NUMBER	
September 1, 2017		1   2   3   4   5	
CONGREGATION	CONGREGATION CITY/STATE	ZIP	REGION/SYNOD
First Lutheran Church	Hometown, IL	60120	5   Z
UNIT TREASURER NAME	PHONE NUMBER		
Teri Treasurer	999-555-1212		
ADDRESS	EMAIL		
123 Main St.	ttreasur@lcr@mail.com		
CITY/STATE	ZIP		
East Hometown, IL	60125		

DESCRIPTION	AMOUNT
W06G0420 <b>THANKOFFERING</b>	\$ 1,250
DESIGNATED GIFTS & SPECIAL OFFERINGS (PLEASE SPECIFY)	
W06G0466 <b>WELCA WHERE NEEDED MOST</b>	\$ 250
Katie's Fund	\$ 175
ELCA World Hunger	\$ 150
<b>TOTAL</b>	\$ 1,825.00



**Offering Form A**  
 For use by CONGREGATIONAL UNITS  
 for offerings to SYNODICAL TREASURER

Use Form A to submit **Regular Offerings** and **SWO Convention Offerings** to your Synodical Women's Organization. Make check payable to "Women of the ELCA." **Mail form with check to your synodical treasurer.**  
 For more information, please call 1-800-638-3522, ext. 2730.

	DATE
CONGREGATION	CONGREGATION NUMBER
CONGREGATION CITY/STATE	CONFERENCE OR CLUSTER NAME
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	EMAIL
CITY/STATE	ZIP

DESCRIPTION	AMOUNT
<b>REGULAR OFFERING</b>	\$
<b>SWO CONVENTION OFFERING</b>	\$
<b>CONFERENCE OR CLUSTER OFFERING*</b>	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

\* It is recommended that at least 50% of any cluster or conference offering be sent to the synodical treasurer to be passed on in full to the churchwide women's organization. Use this line if you are handling the offering from a cluster or conference event.



**Offering Form A**  
 For use by CONGREGATIONAL UNITS  
 for offerings to SYNODICAL TREASURER

Use Form A to submit **Regular Offerings** and **SWO Convention Offerings** to your Synodical Women's Organization. Make check payable to "Women of the ELCA." **Mail form with check to your synodical treasurer.**  
 For more information, please call 1-800-638-3522, ext. 2730.

	DATE
CONGREGATION	CONGREGATION NUMBER
CONGREGATION CITY/STATE	CONFERENCE OR CLUSTER NAME
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	EMAIL
CITY/STATE	ZIP

DESCRIPTION	AMOUNT
<b>REGULAR OFFERING</b>	\$
<b>SWO CONVENTION OFFERING</b>	\$
<b>CONFERENCE OR CLUSTER OFFERING*</b>	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

\* It is recommended that at least 50% of any cluster or conference offering be sent to the synodical treasurer to be passed on in full to the churchwide women's organization. Use this line if you are handling offerings from a cluster or conference event.



**Offering Form A**  
**Formulario de Ofrendas A**

For use by  
CONGREGATIONAL UNITS  
For offerings to  
SYNDICAL TREASURER

Para usar por las  
UNIDADES CONGREGACIONALES  
Para ofrendas a la  
TESORERA SINODAL

Use el formulario A para mandar las Ofrendas Regulares, y Ofrendas de su convención OSMI a su organización de mujeres sinodal. Haga el cheque a nombre de "Mujeres de la IELA." **Envíe el formulario con su cheque a su tesorera sinodal.** Para más información, por favor llame al 1-800-638-3522, ext. 2730.

	DATE/FECHA	
CONGREGATION/CONGREGACIÓN	CONGREGATION NUMBER/NÚMERO DE CONGREGACIÓN	
CONGREGATION CITY & STATE/CIUDAD Y ESTADO	ZIPCODE/CÓDIGO POSTAL	REG/SYNOD 
UNIT TREASURER NAME/NOMBRE DE LA TESORERA DE SU UNIDAD	PHONE/TELÉFONO	
ADDRESS/DIRECCIÓN	EMAIL/CORREO ELECTRÓNICO	
CITY AND STATE/CIUDAD Y ESTADO	ZIP/CÓDIGO POSTAL	

DESCRIPTION/DESCRIPCIÓN	AMOUNT/CANTIDAD
REGULAR OFFERING (OFRENDAS REGULARES)	\$
SWO CONVENTION OFFERING (OFRENDAS DE LA CONVENCION OSMI)	\$
CONFERENCE OR CLUSTER OFFERING* (OFRENDA DE CONFERENCIA O GRUPO)	\$
<b>TOTAL</b>	<b>\$</b>

\*Se recomienda que al menos el 50% de cualquier ofrenda de grupo o conferencia se envíe a la tesorera sinodal para ser entregado en su totalidad a la organización de mujeres de toda la iglesia. Utilice esta línea si usted está administrando la ofrenda de un de un grupo, evento o conferencia.



**Offering Form A**  
**Formulario de Ofrendas A**

For use by  
CONGREGATIONAL UNITS  
For offerings to  
SYNDICAL TREASURER

Para usar por las  
UNIDADES CONGREGACIONALES  
Para ofrendas a la  
TESORERA SINODAL

Use el formulario A para mandar las Ofrendas Regulares, y Ofrendas de su convención OSMI a su organización de mujeres sinodal. Haga el cheque a nombre de "Mujeres de la IELA." **Envíe el formulario con su cheque a su tesorera sinodal.** Para más información, por favor llame al 1-800-638-3522, ext. 2730.

	DATE/FECHA	
CONGREGATION/CONGREGACIÓN	CONGREGATION NUMBER/NÚMERO DE CONGREGACIÓN	
CONGREGATION CITY & STATE/CIUDAD Y ESTADO	ZIPCODE/CÓDIGO POSTAL	REG/SYNOD 
UNIT TREASURER NAME/NOMBRE DE LA TESORERA DE SU UNIDAD	PHONE/TELÉFONO	
ADDRESS/DIRECCIÓN	EMAIL/CORREO ELECTRÓNICO	
CITY AND STATE/CIUDAD Y ESTADO	ZIP/CÓDIGO POSTAL	

DESCRIPTION/DESCRIPCIÓN	AMOUNT/CANTIDAD
REGULAR OFFERING (OFRENDAS REGULARES)	\$
SWO CONVENTION OFFERING (OFRENDAS DE LA CONVENCION OSMI)	\$
CONFERENCE OR CLUSTER OFFERING* (OFRENDA DE CONFERENCIA O GRUPO)	\$
<b>TOTAL</b>	<b>\$</b>

\*Se recomienda que al menos el 50% de cualquier ofrenda de grupo o conferencia se envíe a la tesorera sinodal para ser entregado en su totalidad a la organización de mujeres de toda la iglesia. Utilice esta línea si usted está administrando la ofrenda de un de un grupo, evento o conferencia.



**Offering Form B**  
 For use by CONGREGATIONAL UNITS  
 for offerings to CHURCHWIDE

Use Form B for Thankofferings, Where Needed Most, Katie's Fund, Special Offerings, and Designated Gifts to WELCA and ELCA ministries. Make check payable to "Women of the ELCA." For more information, please call 1-800-638-3522, ext. 2730 or go online to womenoftheelca.org.

Mail form with check to: Women of the ELCA, ELCA Gift Processing Center, PO Box 1809, Merrifield, VA 22116-8009.

DATE	
CONGREGATION	CONGREGATION NUMBER
CONGREGATION CITY/STATE	ZIP
	REGION/SYNOD
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	EMAIL
CITY/STATE	ZIP

DESCRIPTION	AMOUNT
W06G0420 <b>THANKOFFERING</b>	\$
DESIGNATED GIFTS & SPECIAL OFFERINGS (PLEASE SPECIFY)	
W06G0466 <b>WELCA WHERE NEEDED MOST</b>	\$
	\$
	\$
<b>TOTAL</b>	\$



**Offering Form B**  
 For use by CONGREGATIONAL UNITS  
 for offerings to CHURCHWIDE

Use Form B for Thankofferings, Where Needed Most, Katie's Fund, Special Offerings, and Designated Gifts to WELCA and ELCA ministries. Make check payable to "Women of the ELCA." For more information, please call 1-800-638-3522, ext. 2730 or go online to womenoftheelca.org.

Mail form with check to: Women of the ELCA, ELCA Gift Processing Center, PO Box 1809, Merrifield, VA 22116-8009.

DATE	
CONGREGATION	CONGREGATION NUMBER
CONGREGATION CITY/STATE	ZIP
	REGION/SYNOD
UNIT TREASURER NAME	PHONE NUMBER
ADDRESS	EMAIL
CITY/STATE	ZIP

DESCRIPTION	AMOUNT
W06G0420 <b>THANKOFFERING</b>	\$
DESIGNATED GIFTS & SPECIAL OFFERINGS (PLEASE SPECIFY)	
W06G0466 <b>WELCA WHERE NEEDED MOST</b>	\$
	\$
	\$
<b>TOTAL</b>	\$





**Offering Form B**  
**Formulario de Ofrendas B**

For use by  
 CONGREGATIONAL UNITS  
 For offerings to CHURCHWIDE

Para usar por las  
 UNIDADES CONGREGACIONALES  
 para las ofrendas a  
 TODA LA IGLESIA

Use el formulario B para las Ofrendas de Gracias, el Fondo de Katie, ofrendas designadas, y otras donaciones específicas, así como donaciones a otros ministerios ELCA. Haga el cheque a nombre de "Mujeres de la IELA." Para más información, por favor llame al 1-800-638-3522, ext. 2730, o visite el sitio [womenoftheelca.org](http://womenoftheelca.org).

Envíe el formulario con su cheque a:  
 Mujeres de la IELA, ELCA Gift Processing Center, PO Box 1809, Merrifield, VA 22116-8009.

<b>DATE/FECHA</b>	<b>DATE/FECHA</b>
<b>CONGREGATION/CONGREGACIÓN</b>	<b>CONGREGATION NUMBER/NÚMERO DE CONGREGACIÓN</b>
<b>CONGREGATION CITY &amp; STATE/ CIUDAD Y ESTADO</b>	<b>ZIPCODE/CÓDIGO POSTAL</b>
<b>UNIT TREASURER NAME/NOMBRE DE LA TESORERA DE SU UNIDAD</b>	<b>PHONE/TELÉFONO</b>
<b>ADDRESS/DIRECCIÓN</b>	<b>EMAIL/CORREO ELECTRÓNICO</b>
<b>CITY AND STATE/CIUDAD Y ESTADO</b>	<b>ZIP/CÓDIGO POSTAL</b>

DESCRIPTION/DESCRIPCIÓN	AMOUNT/CANTIDAD
<b>THANKOFFERING (OFRENDAS DE GRACIAS)</b>	\$
<b>DESIGNATED GIFTS &amp; SPECIAL OFFERINGS/ OFRENDAS DESIGNADAS O OFRENDAS ESPECIALES</b> <small>(PLEASE SPECIFY- FAVOR DE ESPECIFICAR)</small>	\$
	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>



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<b>CONGREGATION CITY &amp; STATE/ CIUDAD Y ESTADO</b>	<b>ZIPCODE/CÓDIGO POSTAL</b>
<b>UNIT TREASURER NAME/NOMBRE DE LA TESORERA DE SU UNIDAD</b>	<b>PHONE/TELÉFONO</b>
<b>ADDRESS/DIRECCIÓN</b>	<b>EMAIL/CORREO ELECTRÓNICO</b>
<b>CITY AND STATE/CIUDAD Y ESTADO</b>	<b>ZIP/CÓDIGO POSTAL</b>

DESCRIPTION/DESCRIPCIÓN	AMOUNT/CANTIDAD
<b>THANKOFFERING (OFRENDAS DE GRACIAS)</b>	\$
<b>DESIGNATED GIFTS &amp; SPECIAL OFFERINGS/ OFRENDAS DESIGNADAS Y OFRENDAS ESPECIALES</b> <small>(PLEASE SPECIFY- FAVOR DE ESPECIFICAR)</small>	\$
	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

## GIVE MONTHLY

Make a monthly recurring gift and join

### **Faithful Friends,**

a group of especially devoted friends of Women of the ELCA  
who provide consistent, sustaining support for our many ministries.



**YES! I want to join Faithful Friends of Women of the ELCA!**

Please deduct my recurring gift of \$\_\_\_\_\_ (\$10 or above) from my **checking account** on the 15th of each month.

My voided check is enclosed.

Signature

*My signature authorizes Women of the ELCA, through ELCA Gift Processing, to initiate and continue monthly deductions as indicated on this form. I understand that I can cancel my recurring gift at any time by calling ELCA Constituent Care at 773-380-2700 and pressing Zero to reach the operator.*

Please mail this form and your voided check to:

Women of the ELCA Faithful Friends  
ELCA Gift Processing Center  
P. O. Box 1809  
Merrifield, VA 22116-8009

*Thank you!*

OR

WOG0466

To give by **credit card**, please fill in and mail the bottom half of this form.

Form updated 8/7/21

**YES! I want to join Faithful Friends of Women of the ELCA!**

Please charge my recurring gift of \$\_\_\_\_\_ (\$10 or above) to my **credit card** on the 15th of each month.

Visa

American Express

Discover

Mastercard



Credit card number

Expiration date

Name as it appears on the card (please print)

Address

City, State, Zip

Signature

*My signature authorizes Women of the ELCA, through ELCA Gift Processing, to initiate and continue monthly deductions as indicated on this form. I understand that I can cancel my recurring gift at any time by calling ELCA Constituent Care at 773-380-2700 and pressing Zero to reach the operator.*

Please mail this form to:

or join online at [welca.org/faithfulfriendsonline](http://welca.org/faithfulfriendsonline)

Women of the ELCA Faithful Friends  
ELCA Gift Processing Center  
P.O. Box 1809  
Merrifield, VA 22116-8009

*Thank you!*

WOG0466