FINANCE NEWSLETTER 99

TO: Parish and Presbytery Treasurers

FROM: Brendan Sweeney, Manager, Financial Services

DATE: 8 May 2008

1.	**Automatic Payments to PCANZ Bank Account**
2.	**2008 Statistics Forms**
3.	**Notification of Transferring Ministers**
4.	**Stipend Increase from July 2008**

1. Direct Payments to PCANZ Bank Account

This is to remind you that when you are making a payment directly to the Presbyterian Church bank account to ensure you reference it with your **POI number** (*located at the top and bottom of your statement each month*) so we can ensure correct funds allocation.

Each time we need to do a trace for a deposit with the bank there is a fee charged to us. We will need to pass this fee on in future to parishes who do not give us clear references.

2. 2008 Statistics Forms

Please note from the 14th May we will be sending out the 2008 Statistics forms to the Session Clerk of every parish to complete. Please ensure that your Session Clerk has passed on the relevant financial forms for your completion.

3. Notification of Transferring Ministers

Please ensure you advise this office when a Minister leaves or transfers to another parish, to allow us to update any Ministers loan repayment details. We do receive transfer information from the bush telegraph, but there is a risk of error due to investigation and timing issues.

In addition, the Beneficiary Fund should be advised to enable updating of direct debit and credit details and avoid the possibility of payments being credited to the wrong minister.

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Changes for FSD direct debits and Automatic payments should be advised to FSD@presbyterian.org.nz. Beneficiary Fund changes should be reported to ashley.goss@aon.co.nz.

4. Stipend Rates from July 2008

The new stipend from 1 July 2008 will be $40,565 per annum. Details of the new stipend rates are attached, along with details of adjustments to the New Seniority Allowance.

Brendan Sweeney
Finance Manager
Presbyterian Church of Aotearoa New Zealand
Tel   04 381 8286
Fax   04 801 6001
brendan@presbyterian.org.nz