

Donating by e-Transfer

1) Log into your online banking

The e-Transfer tool is usually located under “Transfers”, “Payments”, “Send Money” or something similar.

2) Enter transaction details

Select your account and enter the following information. SPL is set up with auto-deposit, so no security question is needed.

- **Payee:** Saskatoon Public Library
- **Email:** giving@saskatoonlibrary.ca
- **Gift amount**

Your bank may charge a fee for e-Transfers or have a daily limit on the amount you can send. Contact your bank for more information or to change your limit.

3) Tell us about your gift

Use the “Subject” or “Message” field to provide the following information:

- a. Your name, email and mailing address.
- b. How you would like SPL to use your gift. Enter “NCL” for New Central Library or “GF” (general fund) for the area of greatest need. Unspecified gifts will go towards the area of greatest need.
- c. Whether you wish to be recognized for your gift, remain anonymous or are donating in honour/in memory of someone else.

4) Send the e-Transfer.

Review your information and then click “Send”. You should receive a confirmation message from your bank that the e-Transfer was successful.

All donations over \$25 will receive a charitable receipt, provided you share your email and mailing address with us. If you require further information or assistance, please contact Vicki Corbin, Manager, Community Giving at 306.986.3110 or v.corbin@saskatoonlibrary.ca.

Thank you for your generosity!