

08 October 2019

Dear PCC Treasurer

### **Contactless Giving**

I am writing to all PCC Treasurers (copied to Clergy and Churchwardens) to announce the launch of an exciting initiative with which I hope you and your church will want to be associated.

### **Background**

Earlier this year, we announced at Bishop's Council and at Diocesan Synod our plan to offer every church in the Diocese a card reader terminal, free of charge. I am pleased to set out below further information about this initiative and to invite you to apply for one of these devices.

Although regular giving is the bedrock of support for most churches, one-off donations are a very useful additional supplement to this. Enabling people to make one-off donations 'digitally' – or to make their usual contribution to a collection when they have no cash available – can really increase the amount a church can raise for specific appeals, one-off events, and general income. Accepting card payments is one such way to encourage 'digital' giving in an increasingly cashless society.

### **The Offer**

Having extensively researched the range of card readers currently available, the Diocese is pleased to offer every church a GoodBox Mini device – see <https://www.goodbox.com/product/gbx-mini/>. This is a versatile solution that can take contactless donations (up to £30, currently) as well as Chip and Pin payments. Importantly, the GoodBox Mini can accept donations offline, but Chip and Pin payments (to any value) must have Wi-Fi or minimum 3G signal at the point of transaction.

The Diocesan offer is to meet the initial purchase price of the GoodBox Mini card reader terminal, at £115 plus VAT plus delivery charge. Other card readers are, of course, available on the market.

We recommend churches sign up to the GoodBox Lite plan for which there is a one-off onboarding / sign-up fee of £25 (plus VAT) payable direct to GoodBox, which participating churches will be expected to meet. Transactions fees on the Lite plan are 2.5% plus 10p per transaction, but with no ongoing monthly charges. Other plans are available with lower transaction fees, but with ongoing monthly charges. GoodBox has agreed to drop the 10p transaction charge on all transactions in the first three months for churches taking up the Diocesan offer by 31 October 2019.

### **Other Information**

A range of bespoke optional accessories are available which participating churches may wish to consider buying. These include the GoodPlate (Brass £140, Powder White £60), additional battery (£15) and security pack (£15). All prices are exclusive of VAT. Further information will be made available to those churches that decide to take up the Diocesan offer.

Contactless donations of £30 or less can be included in your Gift Aid Small Donations Scheme (GASDS) allowance. You should claim on the total amount donated – you do not need to deduct the transaction fee.

Although the GoodBox Mini device has functionality to make a refund ‘on the spot’, this feature can be disabled. In such circumstances, any request for a refund would be passed to the GoodBox Support Team to handle.

### **Next Steps**

I am very excited about this initiative and hope you and your church will decide to take up the Diocesan offer.

To request a card reader for your church, please complete the short application form attached and return it to my colleague Martin Kenward (contact details below). The form is designed to help you think about how you will deploy the device in your church.

To ensure that GoodBox can provide you with a totally secure payment facility, you will need to complete a short registration process (and pay the one-off sign-up fee mentioned above). We have worked with staff at GoodBox to streamline this registration process as much as possible. Once the process is complete and your application has been approved, you will receive your brand-new fundraising device.

If you have already purchased a card reader terminal, I will be pleased to reimburse the cost (up to the total price of a GoodBox Mini - £143) on receipt of a copy of the relevant invoice.

Of course, if your church has adequate means to cover the cost of its own card reader terminal, it will be perfectly acceptable to pass over the Diocesan offer! Alternatively, you may wish to take up the offer and consider donating towards the cost after seeing the benefits of using the device for a few months.

Martin Kenward is taking the lead on this initiative and is the point of contact for all correspondence and queries. Martin can be contacted by email at [martin.kenward@elydiocese.org](mailto:martin.kenward@elydiocese.org) or by post to Martin Kenward, Diocesan Office, Bishop Woodford House, Barton Road, Ely CB7 4DX. Martin looks forward to receiving your completed application, following which he will be in direct contact with you about next steps.

Yours sincerely,

**Paul Evans**  
**Diocesan Secretary**