

PAYMENT PROCESSING INSTRUCTIONS

EXHIBIT M

To assist us in the efficient processing of payments, please direct checks according to the following schedule. Please indicate the name of the department and to whose attention as part of the mailing address on the envelope.

Purpose of Check	Mail To	
	Department	Attention of:
<i>Checks payable to: Diocese of Saginaw</i>		
Missions	Mission	Rosa Campbell
World Mission Sunday	"	"
Mission Co-op	"	"
Lenten	"	"
St. Peter the Apostle	"	"
Christmas	"	"
Legacies	"	"
General Donations	"	"
Holy Childhood	"	"
Mass Stipends	"	"
Direct Donations	"	"
CRS - Catholic Relief Services	"	"
General Donations	"	"
Rice Bowl	"	"
ABOA-American Bishops Overseas Appeal	"	"
CHD - Campaign for Human Development	"	"
Diocesan Directory	Finance	Josie Mendoza
Priest Health & Dental	"	"
Accounts Receivable	"	"
CSA	Finance	Andrea Gasper
Religious Retirement	"	"
<i>Checks payable to: Inter-Parish Deposit & Loan or IPDL</i>		
Loan Payments and Deposits	Finance	Josie Mendoza
<i>Checks payable to: Catholic Community Foundation of Mid-Michigan or CCFMM</i>		
Donations	Development	Dan McKune
<i>Checks payable to: Little Books - send the following to:</i>		
Little Book Orders	Little Books	Leona Jones

Note: Please prepare separate checks for each department. For example - payments for Mission Co-op, copies, and Priest health & dental should be issued on separate checks but can be mailed in one envelope.

For assistance please call Josie Mendoza at (989) 797-6629.