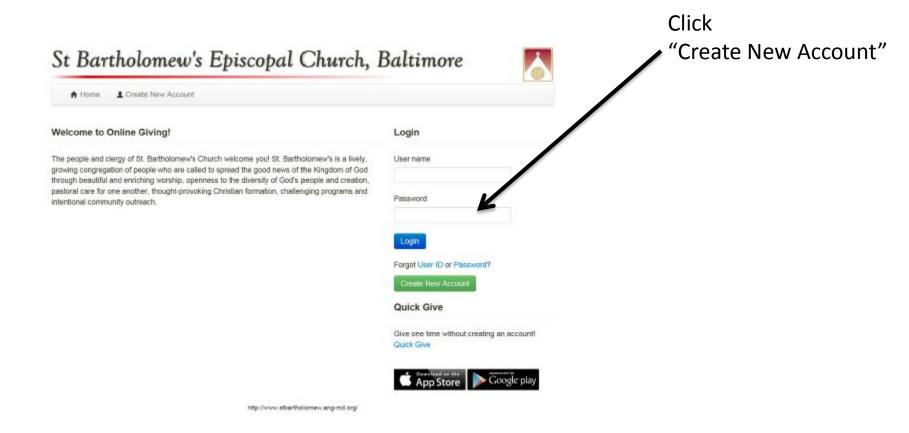
# Registering for online giving is EASY!

Simple instructions for using online giving at St. B's

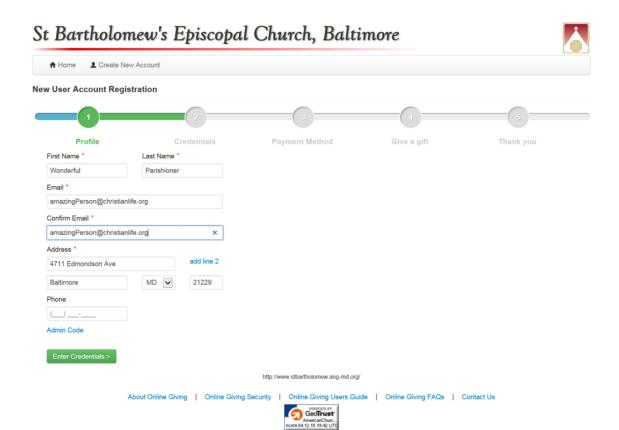
Our online giving website is: <a href="https://www.acionlinegiving.com/2924">https://www.acionlinegiving.com/2924</a>

#### Create a New Account

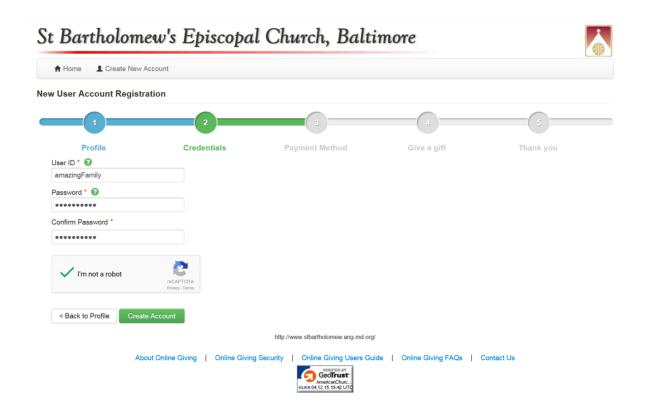
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## Fill out profile information



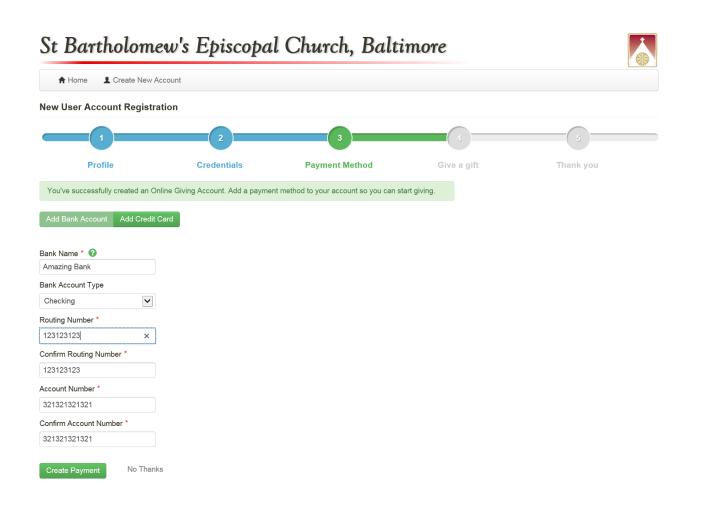
#### Select User ID and Password



Please note that when selecting a password, it can only contain these special characters: !@&\*.

And, don't forget to certify that you are not a robot!

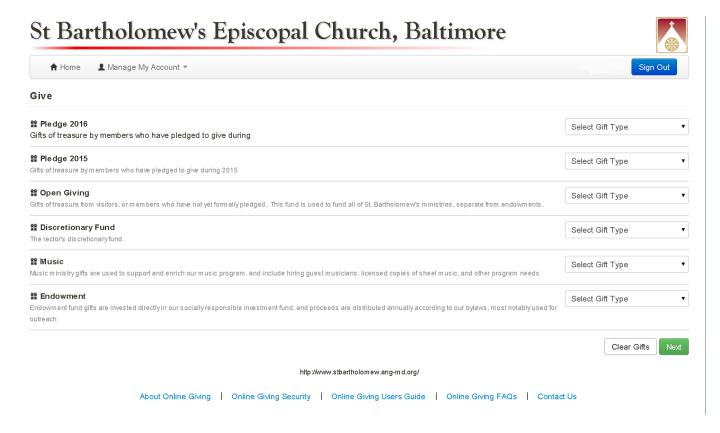
### Add a payment account



We can accept direct bank account transfers, known as ACH transfers, as well as credit cards. Please be aware that credit card transactions incur a non-negotiable fee of 2-3% collected by the payment processing network (Visa/MC/AMEX)

For this reason we prefer ACH transactions

#### Set up a gift



Set up recurring gifts to a pledge year or open giving, or give one time gifts to any of the funds

Please note that we have pledge giving funds set up by year, and they close at the end of the calendar year!

To set up your 2016 pledge donations, select "Pledge 2016"

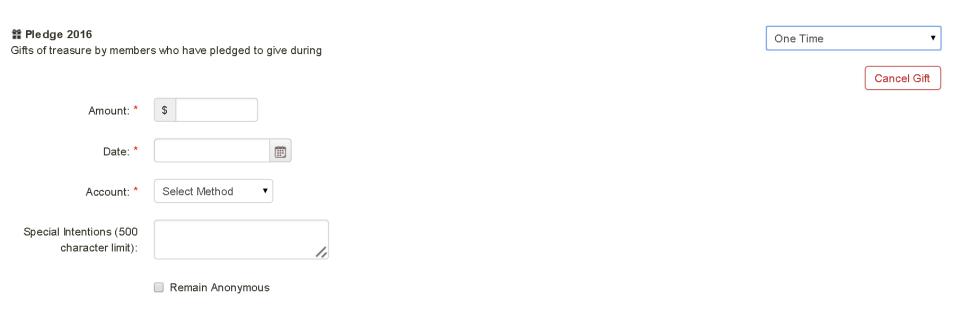
#### Setting up recurring gifts

Give			
Pledge 2016 Gifts of treasure by members who have pledged to give during		Recurring	•
Amount: *	\$		Cancel Gift
Frequency: *	Select Frequency ▼		
Start Date: *			
Account: *	Select Method •		
	Remain Anonymous		

To set up a recurring gift, just enter the amount, frequency, and start date Then select the payment method you set up during account creation

Please do \*not\* select remain anonymous. The St. B Assistant treasurer is still The only individual with access to these records, maintaining your confidentiality. If you select remain anonymous not even the Assistant Treasurer will know who you are and will be unable to provide a tax receipt!

#### One time gifts



One time gifts are the same as recurring, except they only happen once, on the date indicated. Special intentions can be added to the gift as well

Please do \*not\* select remain anonymous. The St. B Assistant treasurer is still The only individual with access to these records, maintaining your confidentiality. If you select remain anonymous not even the Assistant Treasurer will know who you are and will be unable to provide a tax receipt!

## Thank you!

 Thank you for using online giving at St. Bartholomew's!

 Please direct any questions of problems to the assistant treasurer at:

stb.asst.treas@devale.net