

# **Giving on the Christ Covenant Website**

**Starting point---**You can access the CCPC online giving page in either of 2 ways:

- Go to the church's website at <a href="http://christcovenantcullman.org/">http://christcovenantcullman.org/</a>. Select Give from the left-hand menu; or
- Go directly to the online giving page by typing or copying the following url into your browser: http://www.easytithe.com/dl/?uid=chripo159

**First time set up**—After accessing the CCPC online giving page, click "First Time?" to set up your Donor Profile. You'll then be prompted to enter your profile information and a password. Your password must be at least 8 characters and must contain a combination of letters and numbers. Please remember these login credentials (email address and password)! You'll need them to access your Donor Profile if you want to make changes later.

The next time you access the CCPC online giving page you'll simply need to enter your email address and password on the first screen (*Login to Online Giving*). If you forget your password, just click "Forgot Password" on that screen.

If you just want to make a one-time gift without setting up a donor account, click "Quick Give" in the menu area of the first screen.

**Donating**—The next screen you see will be My Donation. You have 2 primary options:

## eCheck

- 1. If you want your gift drawn from your bank account, click the "USE CHECK" area to the right of the My Donation heading. The next screen will be the form of a check.
- 2. Fill in the amount of your gift in the white box on the check form, and select the fund you'd like to donate to from the drop down menu in the "For" section of the check.
- 3. If you previously entered and saved your banking information, the remaining questions on this page will already be completed. Otherwise, respond to those three questions now. Be sure to check the box to *Save this Account* for future use.
- 4. Click the Authorize button.

#### Credit and Debit Cards

1. Enter the amount of your gift in the first box under the *My Donation* section, and select the fund you'd like to donate to from the drop down list. (If you want to donate to multiple funds, click the "+Add Another Fund" link.)

- 2. If you previously entered and saved your banking information, select the card you want to use from the "Card Type" pull down menu. Most of your card data will then populate the screen; you'll only need to enter your CVV card code each time you make a gift.
- 3. If you didn't enter your card information before, you can complete the form here and click the *Save this card* box to save this step with future gifts.
- 4. Click the Submit button to process your donation.

**Fees---**No fees are charged to you regardless of the payment method you choose. The church pays a transaction processing fee of 30 cents plus a small percentage of your gift. We want you to feel comfortable to use any of the available means to contribute. But if you have no preference as to how you give, the church's percentage transaction fee with echecks is the least expensive (.75% of the gift). Our percentage transaction fee with most credit and debit cards is 1.99%, but some cards (e.g., American Express) are somewhat higher.

**Automatic Recurring Donations-**-You also have the ability to schedule recurring gifts. From the left-hand menu, simply select *Scheduled Giving* and complete the information on that screen. As with your one-time gifts, you can select echecks or credit/debit cards. The instructions for recurring gifts are mostly the same as those described above. Some of the primary nuances:

### <u>Echeck</u>

- Amount---On the check form, fill in the amount of the gift you want to be made on <u>each</u> of the recurring dates.
- Frequency---In the *Recurring Donation Schedule* section, choose the frequency of your recurring gift. There are 6 alternatives to choose from in the pull down menu. After making your selection, enter the date these gifts are to begin.

## Credit and Debit Cards—

- Frequency---Choose the frequency of these recurring gifts. There are 6 alternatives to choose from in the pull down menu.
- Amount---Enter the amount of the gift you want to be made on <u>each</u> of the recurring dates.

**Note**---You can also use the browser on your phone or laptop to connect to our website to make donations.

Last update: May 15, 2016