

# How to GIVE with Easy Tithe

**We accept VISA, MasterCard, or Debit Cards**

**There are 2 ways to GIVE online:**

**"Scheduled Giving"** which allows you to set up automatic recurring of giving with the ability to view giving history.

**OR**

**"Quick Give"** which does not require a Login, you simply enter your information for a one time transaction.

## **Step 1: Access Easy Tithe**

- Click the give ONLINE button above.
- If this is the first time you are accessing Easy Tithe, click "First Time?" tab and register.
- To access the features of Easy Tithe, enter your User Name (email address) and password.
- If you forgot your password, click "Forgot Password"
- All information entered is secure and confidential.  
The church does not store credit or debit card information.

## **Step 2: Determine Your Gift and/or Schedule**

**GIVE Anytime: You can donate anytime by using your credit or debit card.**

- Enter the desired amount (no commas or periods) and select the fund from the drop down list.
- You can designate multiple funds if you wish. Click "+Add Another Fund".
- Enter your card type, number, expiration date, and the back card code.
- Enter card holder information.
- Submit your offering/donation/payment.

**AUTO-Tithe: You establish a schedule of automatic giving using your credit or debit card.**

**Donations can occur weekly, monthly, or twice per month, depending on how you set up the schedule.**

- Enter the desired amount (no commas or periods) and select the fund from the drop down list.
- Select the frequency of your giving (weekly, monthly, or twice per month).
- Select the number of installments (how many times to give according to your schedule).
- Enter your card type, number, expiration date and the back card code.
- Enter card holder information.
- Activate Auto-Tithe and confirm your schedule.

You can modify/delete the settings at any time. You can also schedule multiple schedules if you wish to give to more than one fund.

**NOTE:** Once you define your method of donation (credit or debit card), that method is used for **ALL** scheduled donations.

## **Step 3: View Giving History & Update Account Information**

- You can view and print your online giving history at any time by selecting "View History" tab.
- This tab is also used to edit your account information.