ONLINE GIVING GUIDE

Getting Started:

- Would you like to give without setting up a donor account? Click "Quick Give".
- First Time Donor? Click "First Time" and setup your Donor Profile.
- Already a registered donor? Simply enter your Email and Password.
- Forget your password? Click "Forgot Password".

Setting Up Your Donor Profile:

- Enter your email address and password.
- Password must be at least 8 characters and must contain a combination of letters and numbers.
- Remember these login credentials! You will need them to access your Donor Profile.

Automatic Recurring Donations - Cards:

- Login by entering your email address and password
- Select "Scheduled Giving" on the left hand navigation
- Select which fund you would like to donate to from the drop down list
- Enter your donation amount
- Select the frequency, number of installment and start date
- Add your card information and billing details
- Click "Activate Schedule" to start your recurring donation schedule

One Time Gift - Cards:

- Login by entering your email address and password.
- Select which fund you would like to donate to from the drop down list.
- Enter your donation amount.
- Add your card information and billing details.
- Click "Submit" to process your donation.

One Time Gift - eChecks:

- Login by entering your email address and password
- Select to "Use Check" located at the top right of your screen
- Select which fund you would like to donate to from the drop down list
- Enter your donation amount
- Add your bank account information
- Click "Authorize" to submit donation

Online Bill-Pay:

One quick and easy way to give electronically is by using the "Bill Pay" feature of your bank's website. This service is normally provided free of charge both to you (the bank's customer), and to the church. And when you give online using a Recurring Payment, you never have to worry about forgetting your checkbook or being out of town. Instead, your gift can be deducted automatically from your account without you ever having to manually write a check. Each bank's website will be slightly different, but here is how the basic process works:

- Log onto your bank's website and click on the link for the " Bill Pay" feature.
- Add the church as a Payee.
- Set up a Recurring Payment to be sent to the church on a scheduled basis (weekly, monthly, etc.). You can also send a one-time gift (e.g., for a special annual offering).
- Each time you make a gift, either one-time or recurring, the bank will mail a check to the church. This check will be deposited into the church's bank account just like a regular, hand-written check.

TEXT GIVING

How to Use Text Giving

Giving by text is hands-down the easiest way to give.

- Text the word GIVE to the FBCNB's text giving number at 830-240-7330

- If it's your first time, you'll be prompted to click a link directing you to the online giving page to complete a one-time registration.

- Click "SIGN IN" then "REGISTER FOR AN ACCOUNT" at the bottom of the page.

- Complete contact information then click "REGISTER"

- Enter the SECURE PIN that the system texts you.

- Select the fund, enter the donation amount, and payment information before completing your gift.

- Click "SAVE PAYMENT" to keep your payment information securely saved for future gifts.

- To text a donation after the one-time registration, you can give immediately without having to re-enter any of your information.

    Simply text the desired amount and the fund keyword to the church's text giving number. *(Ex: 250 tithe for $250.00 to the Tithe Fund)*

Other Text Commands

EDIT - To make changes to your giving account and update contact information and/or update payment information.

REFUND - To refund your last gift. You must text "REFUND" *within* 15 minutes to refund the gift. If you realize the mistake *after* 15 minutes, contact the Financial Assistant, Kellie King in the church office at (830) 625-9124, for a refund.

KEYWORD - To see a list of active keywords. Keywords are the fund names that the church has set up.