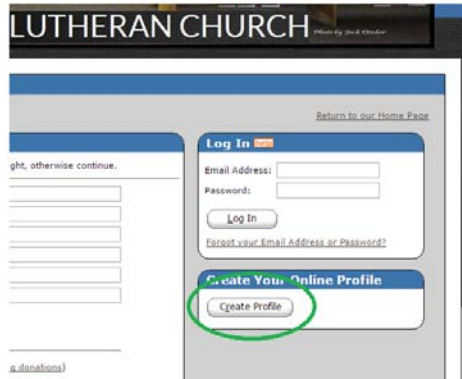


To Set up a new Simply Giving account online:

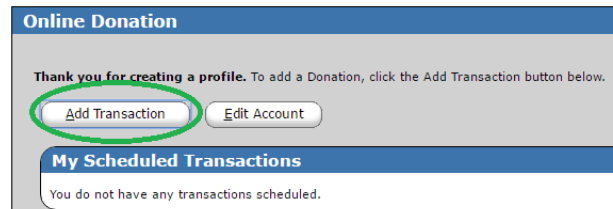
1. Go to glyndonlutheran.org (or search “Glyndon Lutheran” in Google – it’s the 1<sup>st</sup> result)
2. Click on the “Give” button on the top right of the home screen



- a.
3. Click on the “Create Profile” button on the bottom right of the screen. This brings you to a secure (https) page.



- a.
4. Fill out the required fields (make sure you remember which email and password you chose), and click “Continue”.
5. Click “Add Transaction” on the left of the page



- a.
- b. Enter dollar amounts into the areas you’d like to donate (entering a note next to the dollar amount is optional)  
NOTE: Selecting “General Fund” is the same as dropping an offering into the collection plate – it’s the main account of the church used to pay bills, salaries, etc.
- c. Chose a donation frequency from the drop-down list. Chose an option easiest for you – weekly or monthly. Keep in mind the dollar amount you entered in the top sections will be deducted *each period* you chose. If you’d like to donate \$100/month, enter \$100 and monthly. If you’d like to donate about \$100/month but have it taken out weekly, then you’d want to enter say, \$25, but select weekly.
- d. Chose a date you’d like your donations to start.
- e. Click “Continue”
6. Select “Checking” or “Savings” from the drop-down list at the top of the page.
  - a. Enter your routing and account numbers.
  - b. Check the “I’m not a robot” box, and click “process”.

You can change your frequency, amount, or banking information at any time by logging in.