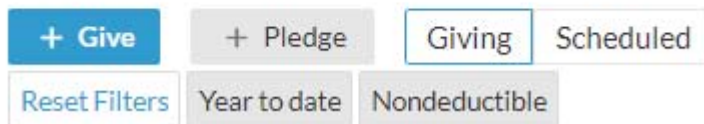




HOW TO SELF SET UP ONLINE RECURRING E-GIVING

1. **Register** or **Sign In** to your account at onrealm.org/gcpcusa
2. Click **Giving** on the left menu
3. Click the **+ Give** button to set up a new gift



4. Enter the **Amount** (per gift) and confirm Fund is set to **2020 General Fund**. Select **Give Multiple Times**, select the **Frequency**, and enter the **Gift Date** and **End Date**. Click **Continue**.

How much would you like to give?

Amount
\$ 100.00

Fund
2020 General Fund

+ ANOTHER FUND

GIVE ONCE

GIVE MULTIPLE TIMES

EVERY WEEK

EVERY 2 WEEKS

EVERY MONTH

TWICE A MONTH

EVERY 3 MONTHS

Start date
7/15/2020

Stop giving after
Date

End date
12/31/2020

Total: \$100.00




CANCEL


CONTINUE

5. Enter in your **Credit/Debit** or **Bank Account** information and checkmark to help offset processing costs (if desired).

How would you like to give, Natalie?

CREDIT OR DEBIT BANK ACCOUNT

Routing Number   Account Number 


Billing Name
Natalie Weaver 

Billing Address 1
789 Merrimon Ave. Billing Address 2

Billing City
Asheville Billing State
North Carolina Billing Postal Code
28804

☒ Contribute an extra \$1.00 per gift to help offset processing costs.

BACK CANCEL GIVE \$101.00

6. Click the  button at the bottom to process the gift
7. The system will provide a confirmation of the gift set up – click **Finish** and you will return to the **Giving** home screen, which shows an overview of your giving records. To view or manage scheduled giving, click the **Scheduled** option at the top. You can also **Manage Payment Methods** from the Giving page.

Giving

+ Give + Pledge Giving Scheduled

Reset Filters Active, On Hold