Using Giving Online from St Paul webpage

You can set up a profile so that you can login and monitor and maintain your giving choices, payment types, and contact information. You can set up your profile first from the first page of our online giving site.

1. Go to *stpaulvp.org*

2. Click on **GIVE** on the top menu bar

3. On the left side, you can enter donation amounts(s) for each fund(s) you want to donate to.

4. If you donate a Memorial, please enter in the box the name of the person in whose memory you're giving.

5. Select **Donation Frequency** (*One Time*, *Weekly*, or *Monthly*) by clicking on the drop-down menu button.

6. Select **Donation Start Date** by typing it in or using the little calendar.

7. Click **Continue**

On the next page:

1. Enter **Name** and **Address**

2. It's optional to enter **Phone Number** and **Email Address**, but that can help us contact you in case of a problem. If you enter your email address, you can set up your profile later.

3. In the *Account Type* section:

4. Check which kind of account you'd like your donation to come from: **Credit/Debit Card**, **Checking**, or **Savings** Account. Fees are higher for us for credit/debit card transactions, but all fees are still relatively small, so it's up to you what is more convenient.

5. Enter the account information for the type of account you've chosen.

6. In the next section, you can click on the **Select Password** button to choose and password and set up your profile.

7. Click to prove you're not a Robot

8. Click **Process** to process your donation

If you need to make any changes to your donation, log in with your profile from the front page, or contact the church office

If you want to make donations in <u>addition</u> to your recurring donation,

1. Log in from the online donation page after clicking **GIVE** from our main website.

2. Click on the **Add Transaction** button after you log in.