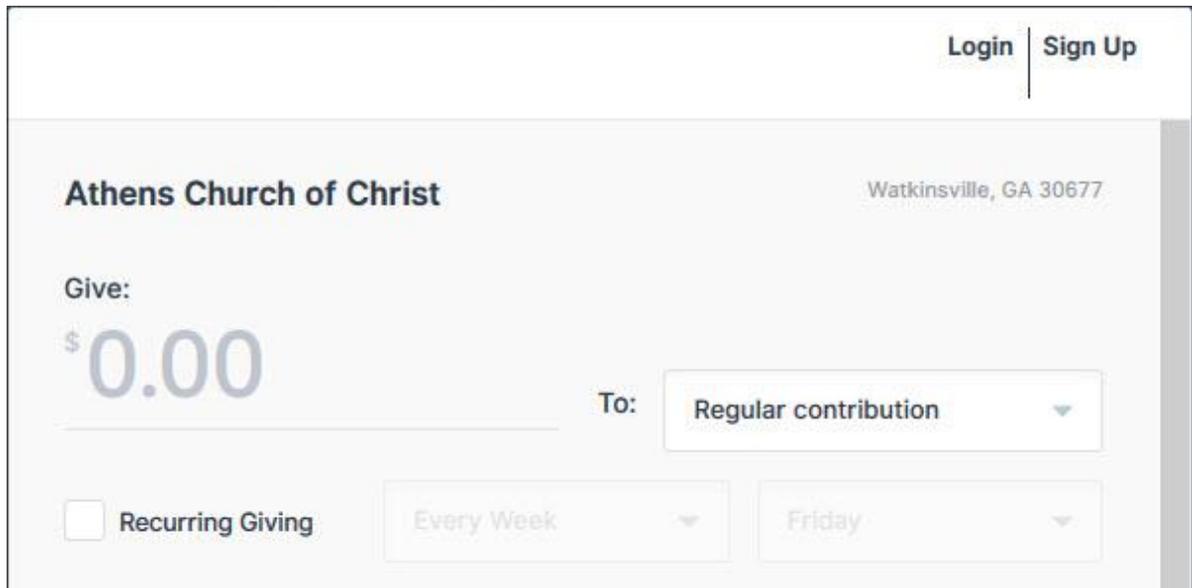# Instructions to setup your Tithe.ly Account to give to the Athens Church of Christ:

1. Go to our church website and click on the "Give" link on the menu bar, or click here: https://www.athenscoc.com/give/
2. Click the green "Give" Button in the middle of the screen
   The new Tithe.ly form will open

3. Check to make sure "Athens Church of Christ" is in the upper left.
4. Enter the amount you want to give
5. Check to make sure "Regular contribution" is selected in the "To:" field
6. Select to make this a recurring gift and the schedule if you want this amount to automatically be given each time.
7. Fill out the Name and email address fields (your email address will become your username with tithe.ly for you to access your account in the future.

8. Choose your giving method ("Card" or "Bank")
   Each method charges a processing fee for each transaction.
   The church covers the fees for you.
   The approximate fees are:
   ACH (Bank) is 1% + $0.30
   Visa/Mastercard/Discover is 2% + $0.30
   American Express is 3.5% + $0.30

9. If you want to cover the fees, instead of the church, you can choose to "Cover Fees" which will increase your gift slightly to cover the processing fees.
10. If you want to create your Tithe.ly account now, Click the "Remember Me" option and enter a password and 4-digit Pin. Your password and PIN will be used for you to access your Tithe.ly account along with your email address. If not, proceed to step 11.
11. Click "Give"