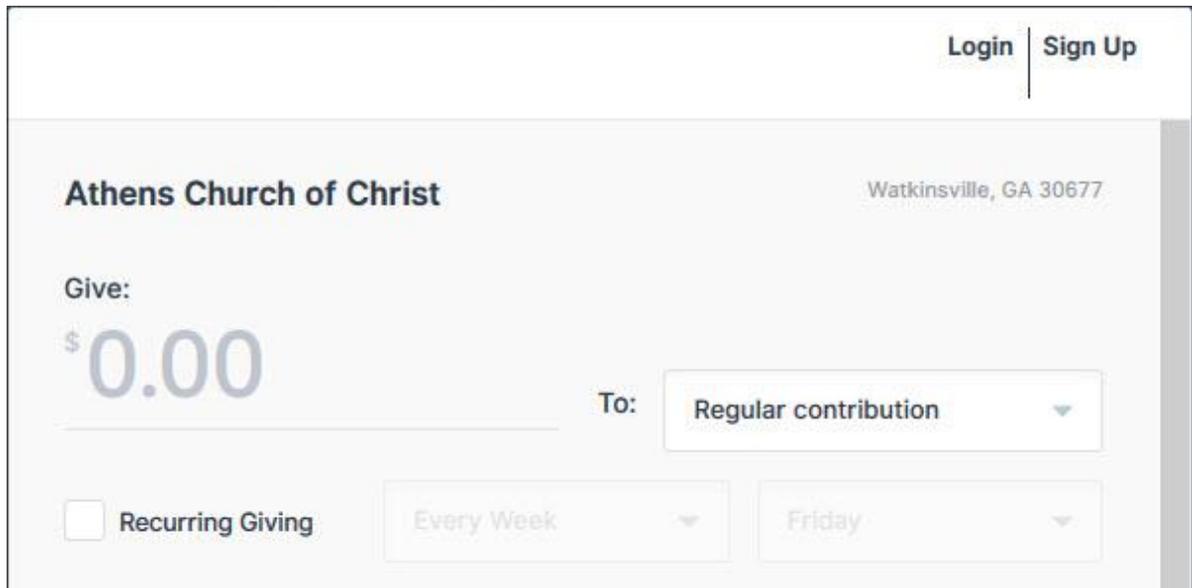


## Instructions to setup your Tithe.ly Account to give to the Athens Church of Christ:

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



The screenshot shows the Tithe.ly giving interface. At the top right, there are links for "Login" and "Sign Up". The main header displays "Athens Church of Christ" on the left and "Watkinsville, GA 30677" on the right. Below the header, the "Give:" section shows a large "\$ 0.00" amount. To the right of the amount is a "To:" dropdown menu currently set to "Regular contribution". Below the amount and dropdown, there is a checkbox labeled "Recurring Giving". To the right of the checkbox are two dropdown menus: "Every Week" and "Friday".

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.

(continued on next page)

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

The screenshot shows a web form for giving. At the top, there are three input fields for 'First Name', 'Last Name', and 'Email'. Below these are two radio button options: 'Card' and 'Bank'. The 'Bank' option is selected, indicated by a green checkmark. Underneath, there are three input fields: 'Routing Number', 'Account Num...', and a dropdown menu. Below these is a checkbox labeled 'Cover Fees' which is checked. Further down is another checkbox labeled 'Remember Me' which is also checked, followed by a 'Password' input field and a 'PIN' input field. At the bottom of the form is a large grey button labeled 'Give \$0.00' with a lock icon on the right.

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”