



View Your Giving History

You can filter your list of contributions to view the ones you want.

- I. Sign into your site.
- 2. Click **Giving** on the main menu.
- 3. To narrow the list of contributions, click \mathbf{T} , select limiting criteria, and click **Filter**.

Print Your Giving Statement and Pledge Data

Print your giving statement for a list of contributions.

- I. Sign into your site.
- 2. Click **Giving** on the main menu.
- 3. If necessary, filter your contributions to get a list of the ones you want.
- 4. Click 📼 . Add a comment to the giving statement if necessary. The output is downloaded as a PDF file that can be opened from your browser. Pledge data displays at the bottom of your statement.

Contribute Through Your Profile

You can contribute any amount using the button on your profile. If you want, you can set up recurring gifts or payments.

- 1. Sign into your site <u>onrealm.org/TheUnitedParish</u>.
- 2. Click **Giving** on the main menu.
- 3. Click + Give. If you don't see this button, contact your church and ask them about online giving.
- 4. Enter the amount you want to give, then select the fund. If the fund has the memo field enabled, complete this field to add a note. To give to more than one fund at once, click Give to an additional fund.
- 5. Select a gift frequency and enter the appropriate date information.
- 6. Enter your payment information. If you have a saved payment method, you can use it or click **Add New Payment Method** to add another payment method.
- 7. Click **Give**.