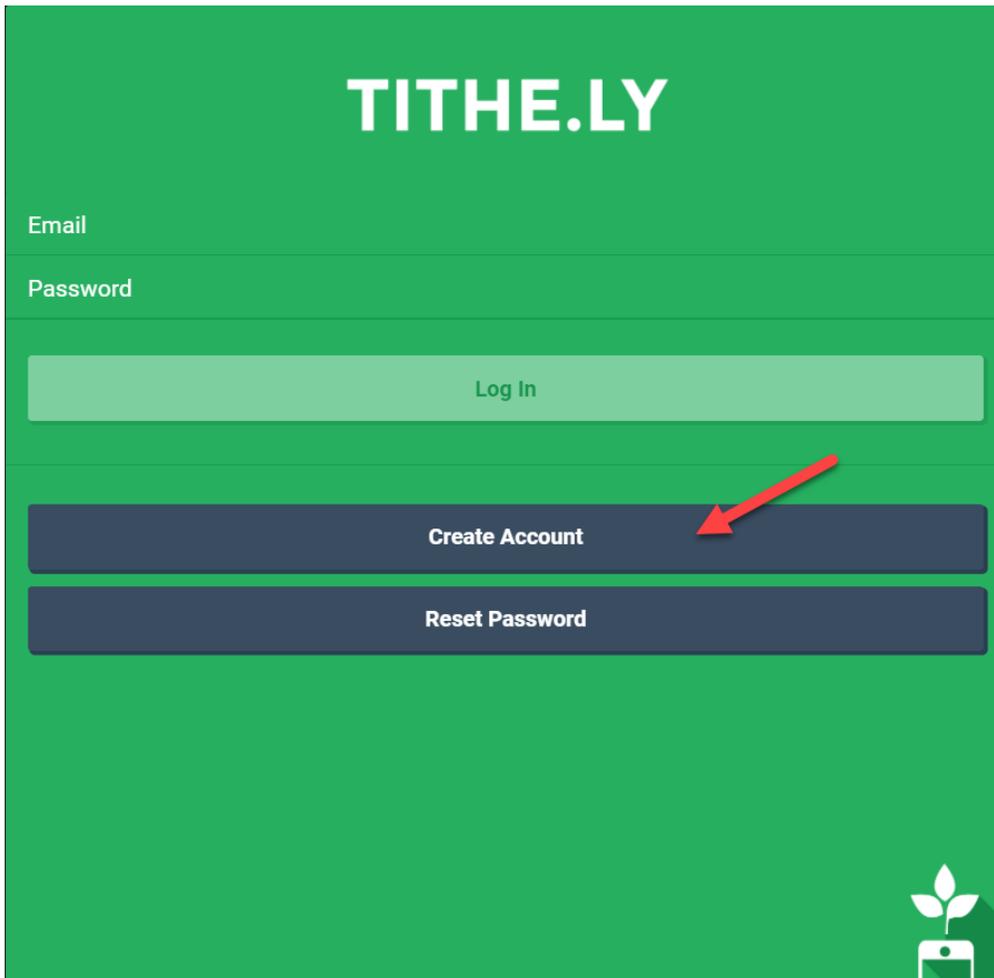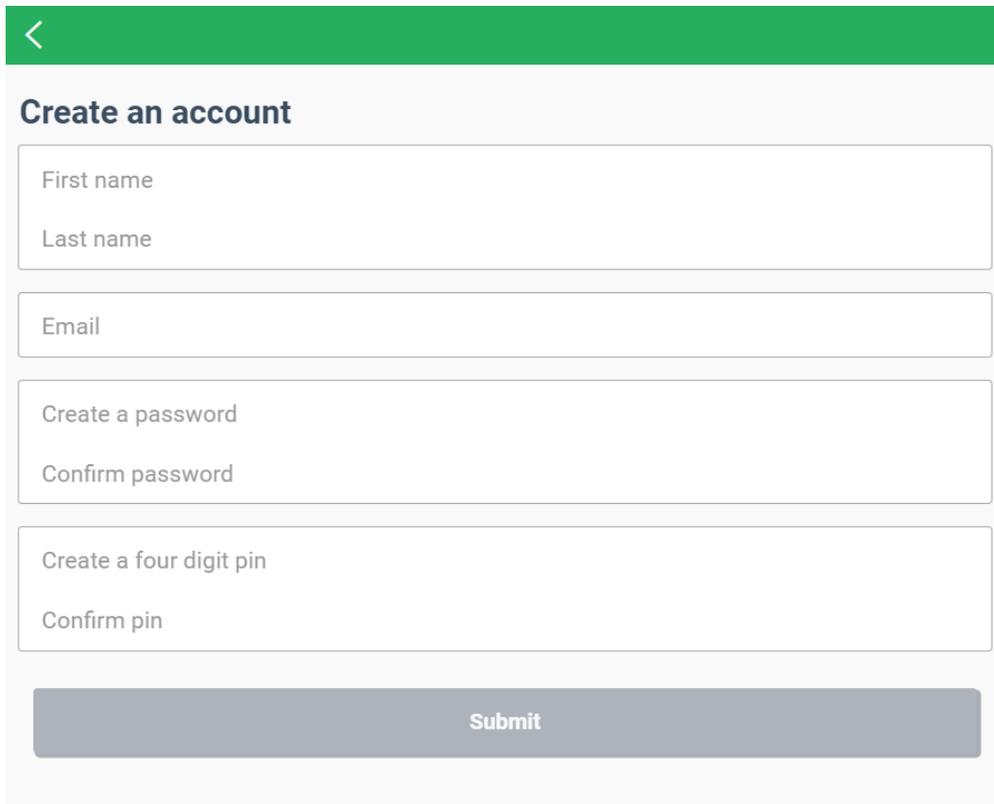**<u>Instructions for Donating to Salem UMC through the Tithe.ly Website</u>**

These instructions will show you how to create an account and make a tithe or offering to Salem through the Tithe.ly website. First a couple of "techie" comments: Tithe.ly uses industry standard 256-bit encryption to store your data and protect your transactions, so you don't have to worry about your personal data being compromised. Second, there are also smartphone apps available for your iPhone on the App Store, [App Store] or your Android phone on Google Play [Google Play]. Setup is similar to the instructions shown below.

1. Connect to Tithe.ly: https://tithe.ly/give_new/www/#/tithely/give
2. When you initially connect, you will be asked to log in or create a new account.
   a. **Create a New Account**: select *Create Account*.

b. Set up a new account by entering some basic data:
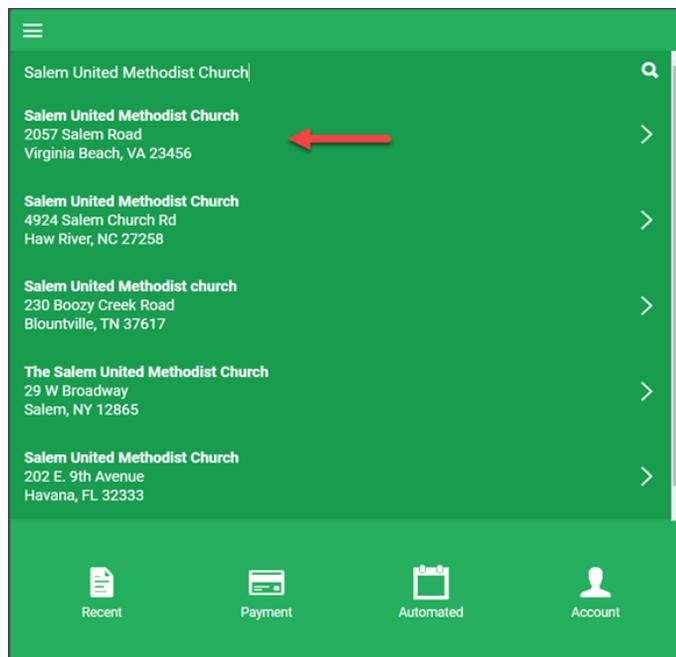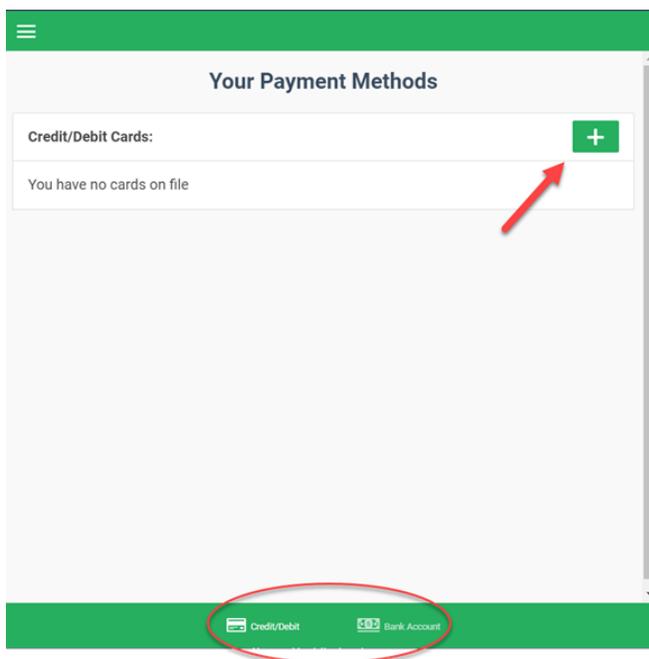

c. Once you have completed entering this information, select **Submit** to move to the next screen.
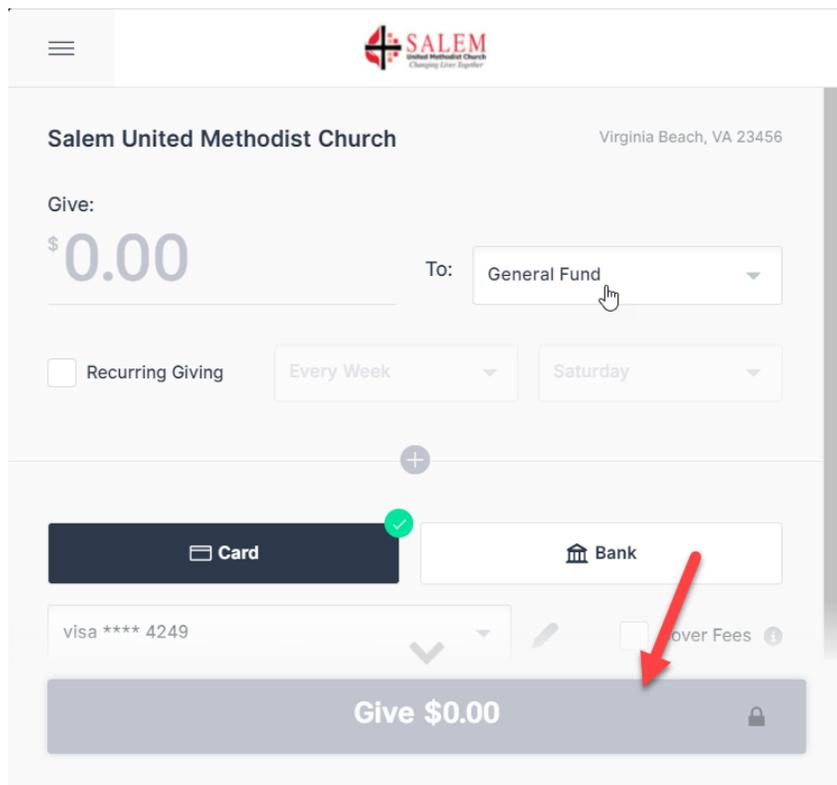d. You will see a screen asking you to select a church. By default, this uses your location services to find the closest church. Use the search bar and enter "Salem United Methodist Church"; you can then select Salem UMC on Salem Road.

e. On the next screen, you'll be asked to select a payment method, either a credit/debit card, or a bank account.

f. Once you have entered your account information, you will be presented with the Giving dialog. Here you may enter the amount you wish to donate, choose the fund to which to donate (currently, only the *General Fund* is shown) and set the donation up as recurring event if you wish. Once you have filled in the amount, etc., select the **Give** button at the bottom of the dialog.

      g. Once you have completed your giving, exit from the website.

3. In addition to the giving capabilities, you have a number of reports available to you such as giving totals to date, end-of-year giving reports, etc. All of these are available from your