

## INSTRUCTIONS FOR ONLINE GIVING

### Let's learn how to create an online giving account!

- Go to [www.lifechurch.tv](http://www.lifechurch.tv)
- Click on Giving at the top of the page
- Choose "Login to Give Now"
- Select "Set up an account" from options on right side of the pop-up box
- Enter your personal information
- Click "Create your account"

### Ready to give?

- Log into your account, unless you are already there
- Enter amount you wish to give
- Select a giving frequency (one time, weekly, every two weeks, etc.)
- Choose a Fund (Tithe, Compassion, Digital Missions, or Spaces & Places)
- Choose your campus name under "Sub Fund"
- Choose to make your gift immediately, or on a specific future date
- Select your payment method (Visa, Discover, eCheck/ACH, etc.)
- Enter your card or account information
- Verify or update your Billing Info, as necessary
- Click "Schedule New Contribution"

### Need to update or change a recurring gift?

- Go to the [www.lifechurch.tv](http://www.lifechurch.tv), and click on Giving at the top of the page
- Log into your online giving account
- Your upcoming scheduled contributions will be listed at the bottom of the screen
- Click "Edit" next to the gift you want to change
- Make any changes necessary
- Click "Update"
- *Note: a transaction will not be processed if it is not your regularly scheduled time*
- *Note: you can also delete an upcoming scheduled gift by clicking on "Del", instead of "Edit"*

### More questions, or having trouble?

- Give us a call at **(405)216-7054**, or email us at [giving@lifechurch.tv](mailto:giving@lifechurch.tv)
- **We are here to help!**