

# ONLINE GIVING



When you give to Parkway, you are helping fulfill our mission of Loving God, Nurturing Others, and Sharing Christ Globally!

## How To Give Online

- Goto [www.parkwaybaptist.net/give](http://www.parkwaybaptist.net/give)
- Click GIVE NOW
- If you have already set up a user email and password click on SIGN IN. If not, go to instructions *To Register For An Account* on this document, follow those instructions, then come back to these.
- For a One-Time donation, click on the Fund drop down box and choose the fund in which you wish to donate
- Enter the amount
- If you wish to donate to more than one fund, click on +Add Donation
- Click On Submit
- If you wish to make this a RECURRING GIFT, click on the box listed (then follow the directions below) otherwise choose Bank Account
- Enter your payment information
- Enter your billing information
- Click SUBMIT. An email will be sent to the email you listed as a receipt of confirmation

## **To Set Up A Recurring Gift**

- Use the directions listed above and click on the box next to Recurring Gift
- If you do not have an account set up, it will prompt you to register so you may enter your information
- Choose FREQUENCY and START DATE
- Enter your method of payment if it is not saved already
- Click GIVE NOW if the amount and frequency is what you have selected is accurate
- An email will be sent confirming the information of your Recurring Gift.

## **To Register For An Account**

- Click SIGN IN from login page
- Click on REGISTER FOR AN ACCOUNT
- Enter the information requested
- Click REGISTER – a confirmation email will be sent with your login credentials
- You will also use this login information for any event registrations/payments you choose to pay online

## **Can't remember your password?**

- From the SIGN IN option, click on FORGOT PASSWORD and a temporary password will be emailed to the email address you list. Once you sign in with the Temporary Password, it will prompt you to create your own password.