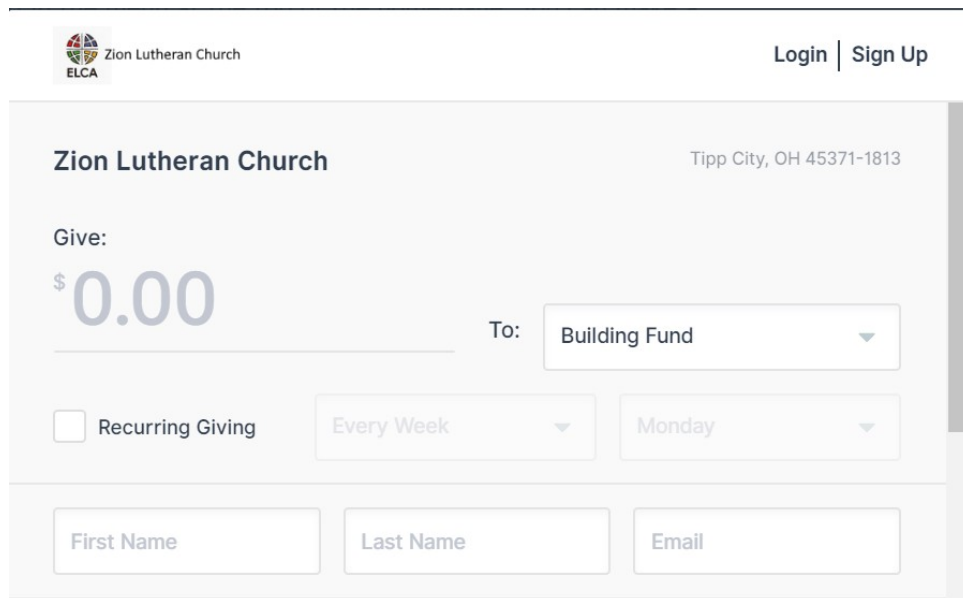


Help for Online Giving at Zion

The document is a quick help guide to online giving from the Zion website. The giving form will walk you through several fields. Once you click a **button** on the Zion website you will be taken to the giving screen.



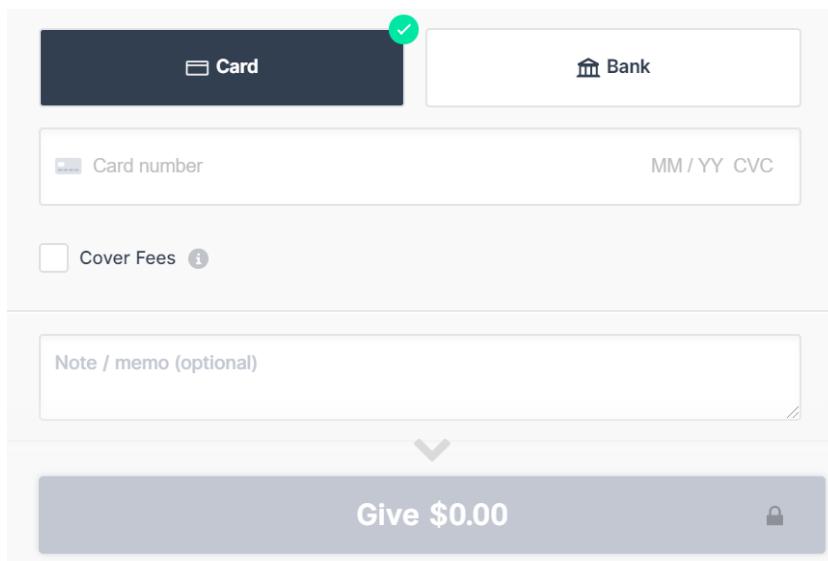
The screenshot shows the online giving interface for Zion Lutheran Church. At the top left is the church logo with 'Zion Lutheran Church' and 'ELCA' text. At the top right are 'Login' and 'Sign Up' links. The main heading is 'Zion Lutheran Church' with the address 'Tipp City, OH 45371-1813' to its right. Below this is a 'Give:' section with a large '\$ 0.00' input field. To the right of the amount is a 'To:' dropdown menu currently set to 'Building Fund'. Below the amount field is a 'Recurring Giving' checkbox, which is unchecked. To its right are two dropdown menus: 'Every Week' and 'Monday'. At the bottom of the form are three input fields labeled 'First Name', 'Last Name', and 'Email'.

Give: Enter the desired contribution in this box. For \$20.00 type **20.00**.

To: This is a dropdown box that defaults to **Offering**. You may also select **Building Fund** or **Special (Use memo)**. If you choose **Special** please fill in the **Memo** field below.

First Name, Last Name and Email are required.

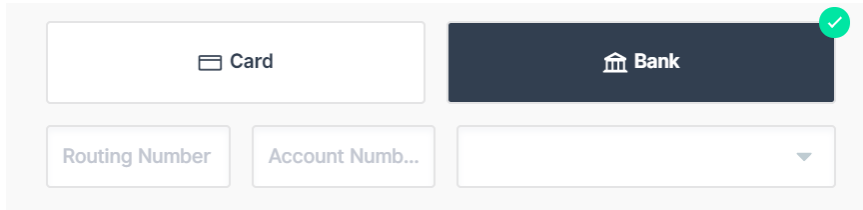
After completing the top section you can use the slider to access more of the form.



This screenshot shows the payment method selection and card details section. At the top, there are two tabs: 'Card' (selected, indicated by a green checkmark) and 'Bank'. Below the tabs is a 'Card number' input field with a placeholder 'MM / YY CVC' on the right. Below the card number field is a 'Cover Fees' checkbox with an information icon. Below that is a 'Note / memo (optional)' text area. At the bottom of this section is a large grey button labeled 'Give \$0.00' with a lock icon on the right. A downward-pointing arrow is centered above the button.

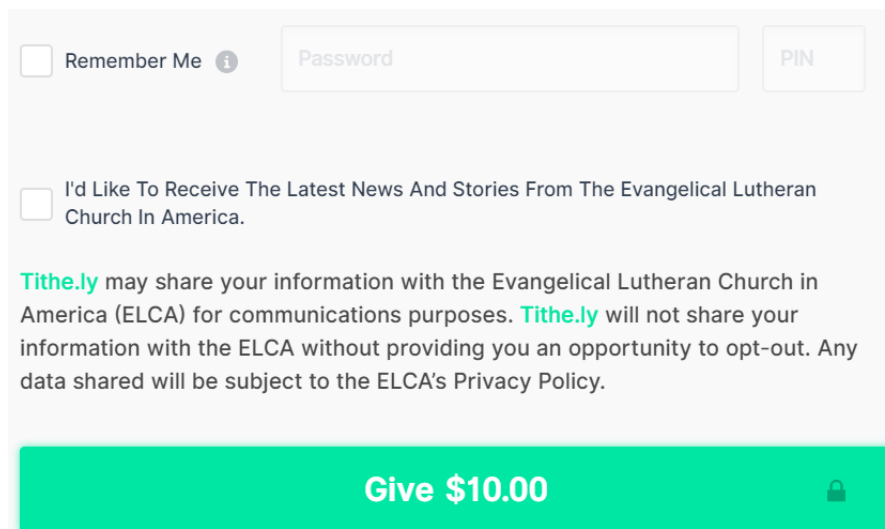
Card: The form defaults to **Card**. This may be any credit or debit card. You will need to enter **Card Number, MM/YY and CVC code from your card**. You may also be prompted for zip code.

Cover Fees: For each transaction through tithe.ly. Anyone that accepts credit cards must pay fees for processing through clearing houses. The rates through Tithely/ELCA are: Cards: 2.4% plus 25 cents per transaction, ACH (bank) .5% plus 25 cents, Amex 3.5% plus 25 cents. Click the **Cover Fees** if you choose to pay the fees for the church. The actual charge or ACH will be higher by the fee amount.



The screenshot shows a payment method selection interface. At the top, there are two buttons: 'Card' (with a card icon) and 'Bank' (with a bank icon and a green checkmark). Below these are three input fields: 'Routing Number', 'Account Num...', and a dropdown menu.

Bank: You can pay directly from your checking or savings account by selecting **Bank**. You will be required to enter the **Routing Number (9 digits) and Account Number**. Then select Individual or Company for the account.



The screenshot shows a payment confirmation screen. At the top, there is a 'Remember Me' checkbox with an information icon, a 'Password' field, and a 'PIN' field. Below this is a checkbox for 'I'd Like To Receive The Latest News And Stories From The Evangelical Lutheran Church In America.' A paragraph of text explains that Tithely may share information with the ELCA for communications purposes. At the bottom, there is a large green button labeled 'Give \$10.00' with a lock icon.

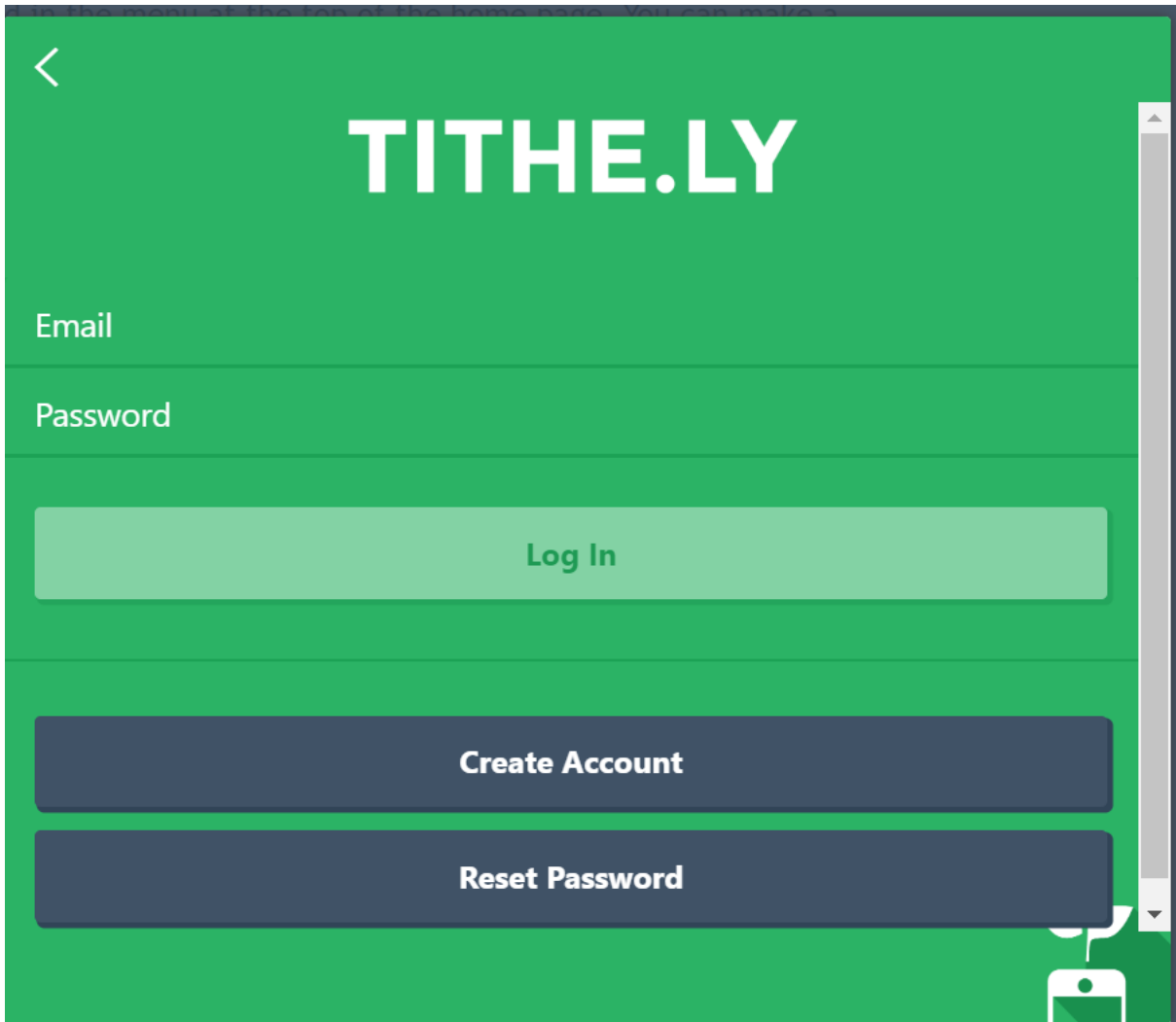
Remember Me: This will create an account on Tithely. Note the password and pin. Check if that is what you would like to do. The card and bank information will be available next time.

ELCA information is optional

IF YOU HAVE FILLED IN THE FORM CORRECTLY, YOU WILL GET THE GREEN BUTTON. JUST CLICK and GIVE.

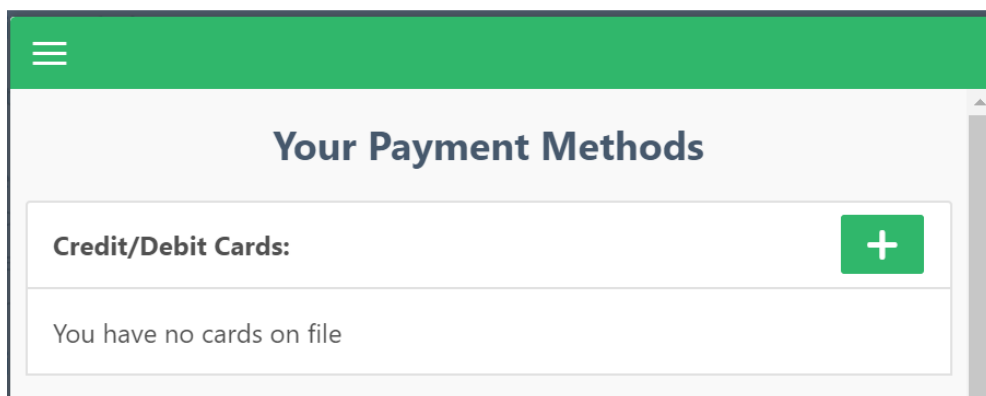
Login | Sign Up

In the upper right hand corner of the form you have the option to create or access your account. Click to get this screen.



Follow the prompted instructions to create an account with **email address, password and pin.**

You can also enter payment methods.



Note the + for another to: