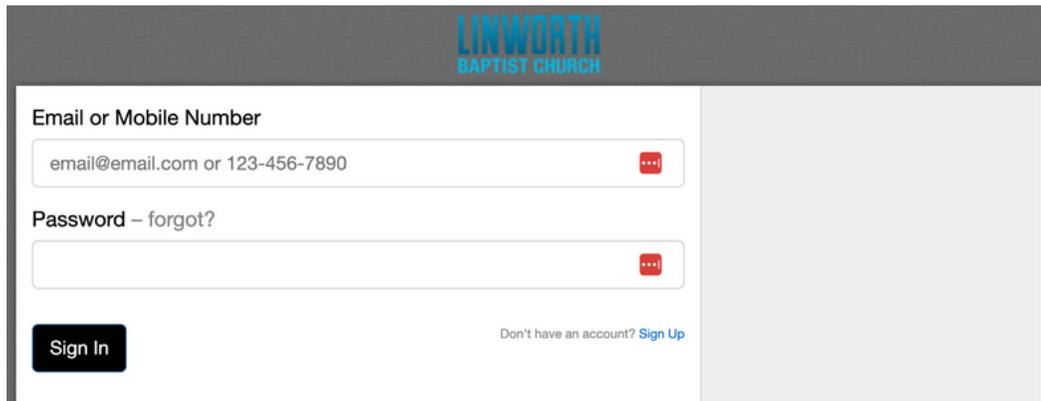


## Step 1: Login to Fellowship One

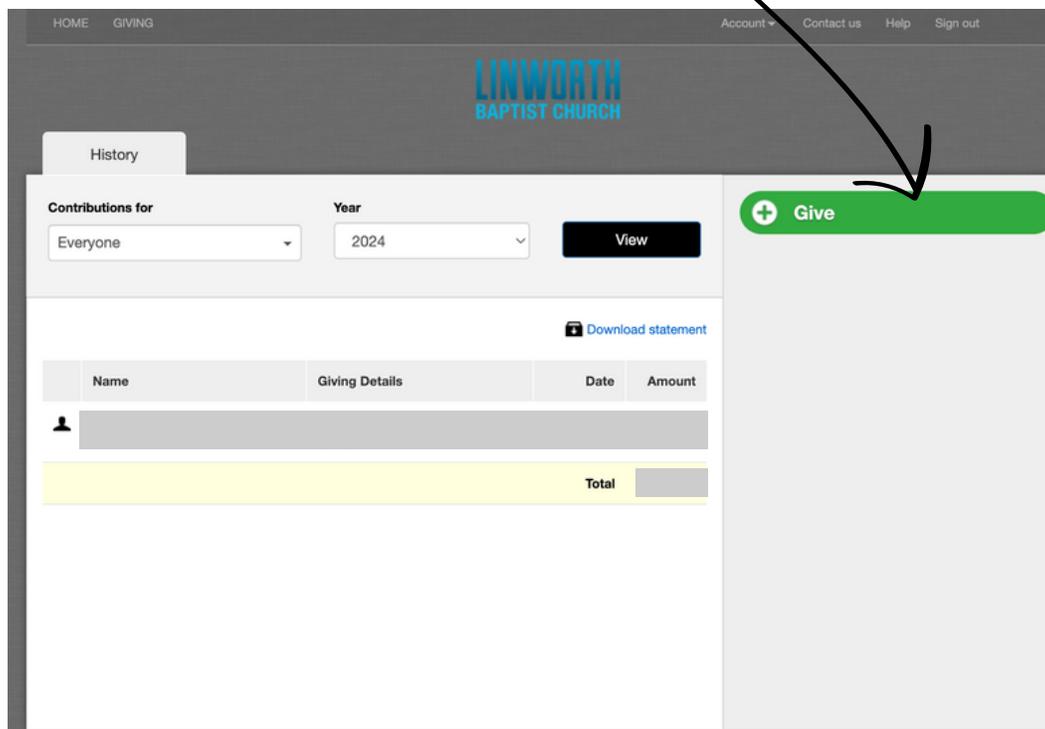
Click [HERE](#) to be taken to the Fellowship One Login page. Enter your email and password to login to your account.



The screenshot shows the login interface for Linworth Baptist Church. At the top center is the church's logo. Below it, there are two input fields: "Email or Mobile Number" with the placeholder text "email@email.com or 123-456-7890" and "Password - forgot?". A "Sign In" button is located at the bottom left, and a link "Don't have an account? Sign Up" is at the bottom right.

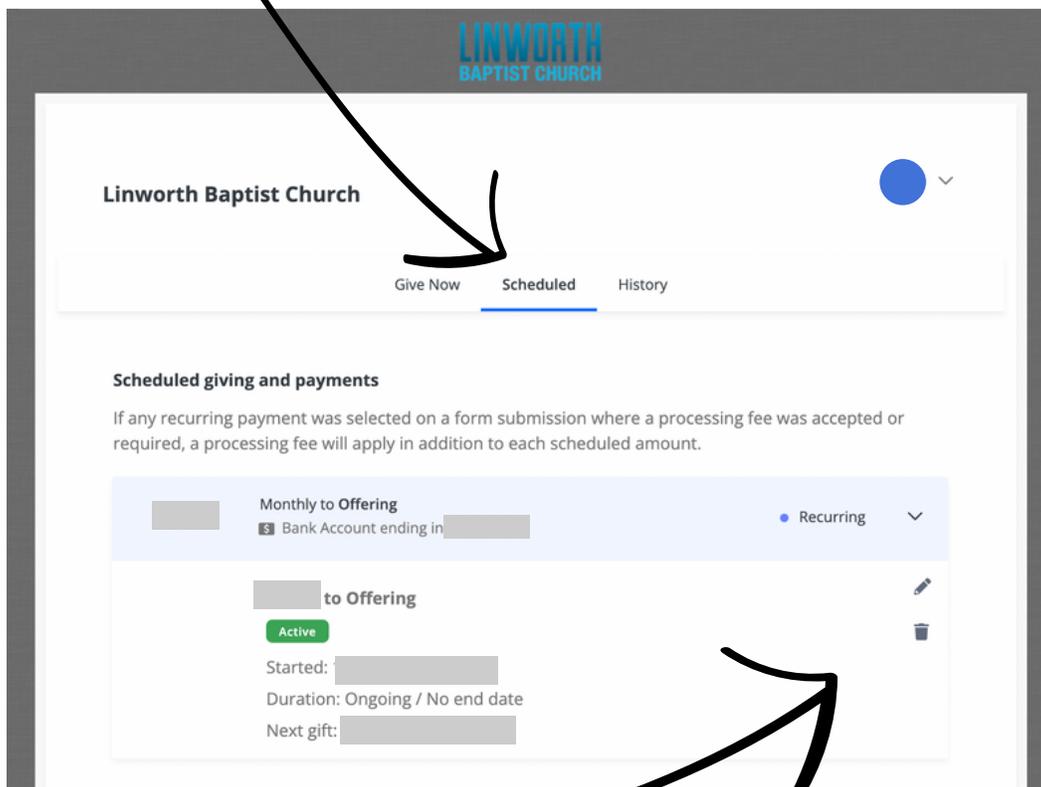
## Step 2: Discontinue your Reoccurring donation

Click on the green "Give" button on the right side of the screen



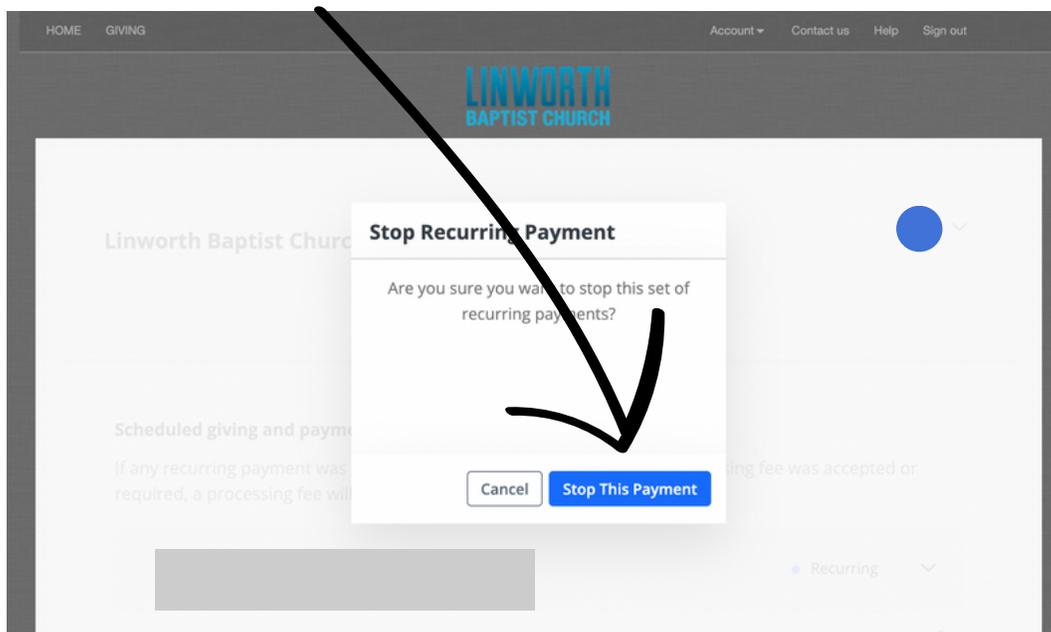
The screenshot shows the "History" page in the Fellowship One system. The page header includes "HOME GIVING" and "Account Contact us Help Sign out". The main content area has a "History" tab selected. Below the tab, there are filters for "Contributions for" (set to "Everyone") and "Year" (set to "2024"), along with a "View" button. A "Download statement" link is also present. A table with columns "Name", "Giving Details", "Date", and "Amount" is shown, with a "Total" row highlighted in yellow. On the right side of the page, a green button with a plus sign and the text "Give" is highlighted with a black arrow.

Click on the “Scheduled” tab in the middle to view your recurring gift

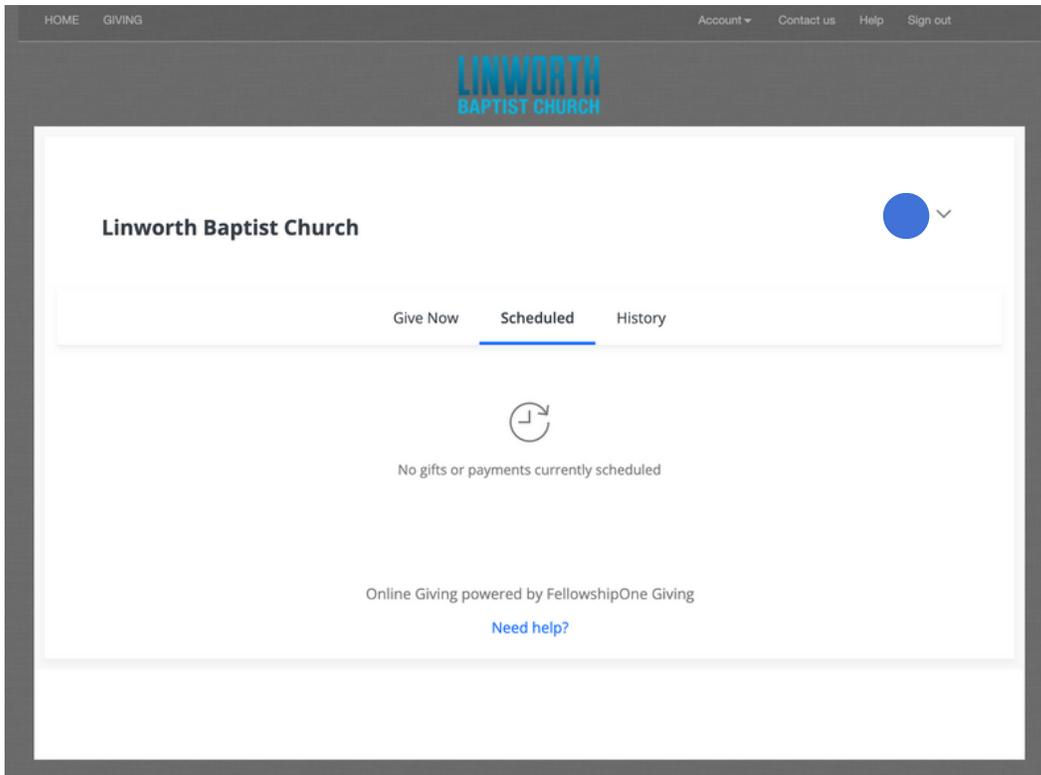


Click on the trash can icon

Click on “Stop This Payment”



You should see this page when you are done.

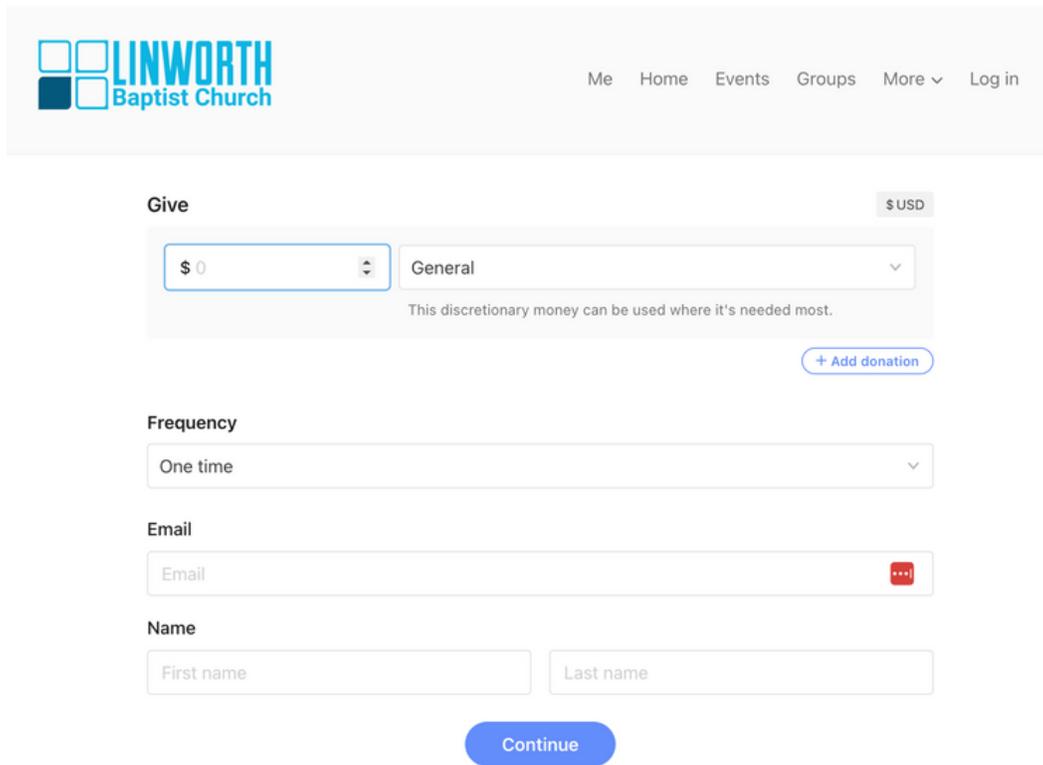


### Step 3: Create a new account with Church Center/Stripe

Go to the giving page on the Linworth website. You can click [HERE](#) to be taken to the page. Click on the button that says "GIVE ONLINE".



Fill in the information for each box, then click on the “Continue” button



The screenshot shows the top navigation bar with the Linworth Baptist Church logo and links for Me, Home, Events, Groups, More, and Log in. Below is the 'Give' section with a currency selector set to \$ USD, a dropdown menu for 'General', and a note: 'This discretionary money can be used where it's needed most.' There is a '+ Add donation' button. The 'Frequency' section has a dropdown menu set to 'One time'. The 'Email' section has a text input field with a red error icon. The 'Name' section has two text input fields for 'First name' and 'Last name'. At the bottom is a blue 'Continue' button.

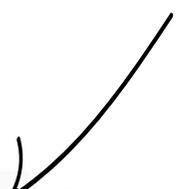
You will then be asked to select your payment method. Both methods will charge the church a processing fee. The debit/credit card is a \$0.30 fee plus a 2.15% charge based on the amount given each transaction. However, the bank account is a flat \$0.30 charge per transaction. Click on the “Add bank account (requires login)” button.

### Select payment method

[Log in to access saved cards & bank accounts](#)

-  Add bank account (requires login) >
-  Add debit/credit card >

 Payment information is TLS encrypted and stored at [Stripe](#) - a Level 1 PCI compliant payment processor. Bank verification powered by [Stripe](#).



It will then verify that it is the right person by sending a code to your email. You should see this page with the correct email in the box. Click “Next”

**LINWORTH Baptist Church** Me Home Events Groups More Log in

To get started, enter your email address.  
We'll send you a code you can use to log in or create an account.

By continuing, you agree to Planning Center's [Terms of Service](#) and [Privacy Policy](#).

Next

[Use mobile number instead](#)

Check your email. It should look something like “000000 is your Church Center login code” Enter in the code and click “Next”

**LINWORTH Baptist Church** Me Home Events Groups More Log in

Please enter the six-digit code sent to

000000

Please fill out this field.

Next

[Edit email address](#) [Resend code](#)

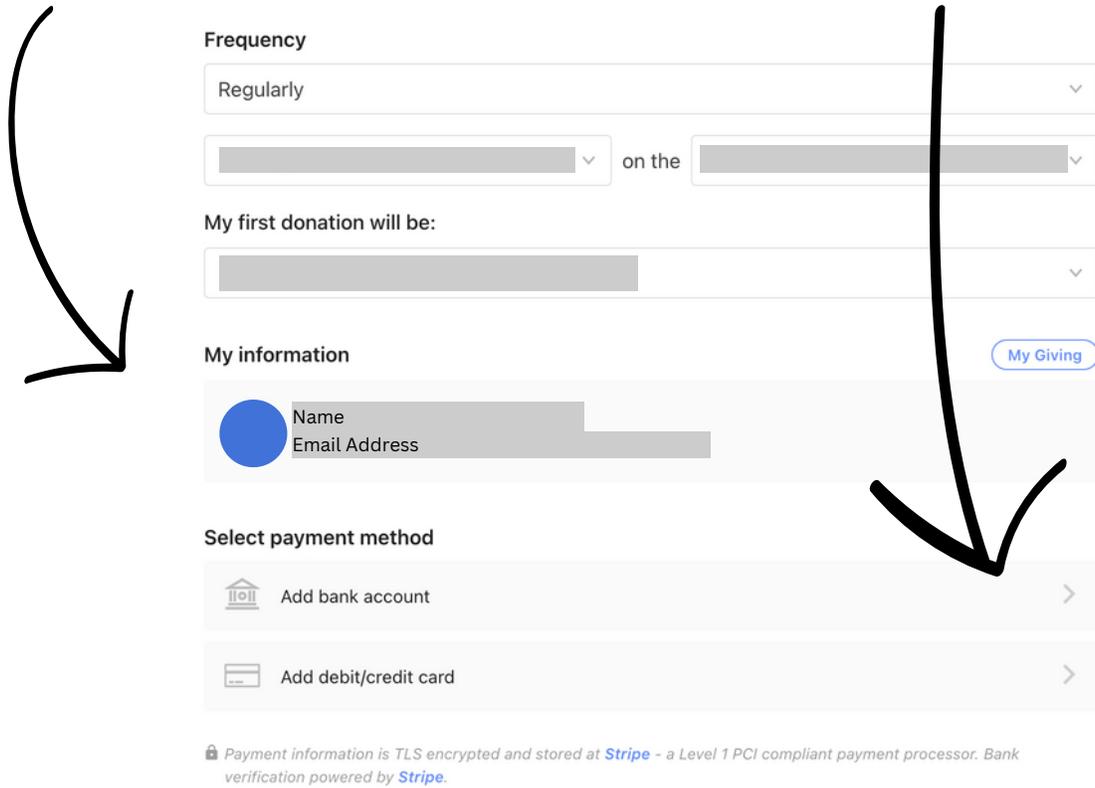
You may have multiple profiles under the same email address show up. This can happen if a variation of your name was used to register for an event. Click on the profile that you would prefer.

**LINWORTH Baptist Church** Me Home Events Groups More Log in

We found 2 profiles that match that email address.  
Log in as:

Not you? →

It will then take you back to the information page and should show the correct name and email address under the “My information” section. Click on “Add bank account”



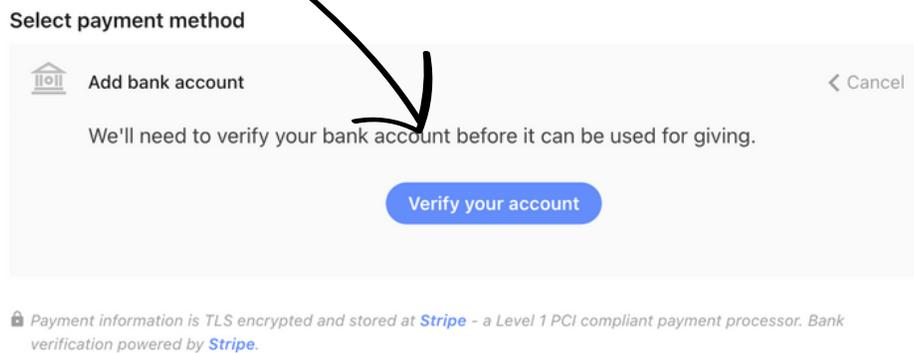
The screenshot shows a donation form with the following sections:

- Frequency:** A dropdown menu set to "Regularly".
- On the:** Two dropdown menus for selecting a day and month.
- My first donation will be:** A dropdown menu for selecting an amount.
- My information:** A section with a blue profile icon and fields for "Name" and "Email Address". A "My Giving" button is located to the right.
- Select payment method:** Two options: "Add bank account" (with a bank icon) and "Add debit/credit card" (with a card icon). Both have right-pointing chevrons.

At the bottom, there is a security notice: "Payment information is TLS encrypted and stored at Stripe - a Level 1 PCI compliant payment processor. Bank verification powered by Stripe."

Two large black arrows are overlaid on the form: one on the left points from the top towards the "My information" section, and one on the right points from the top towards the "Add bank account" button.

Click on “Verify your account”



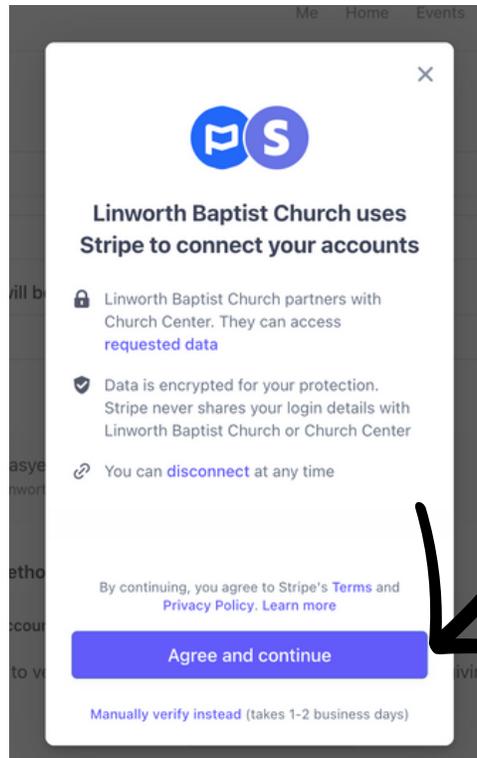
The screenshot shows a dialog box titled "Select payment method" with the following content:

- A header "Add bank account" with a bank icon on the left and a "< Cancel" button on the right.
- A message: "We'll need to verify your bank account before it can be used for giving."
- A prominent blue button labeled "Verify your account" centered at the bottom.

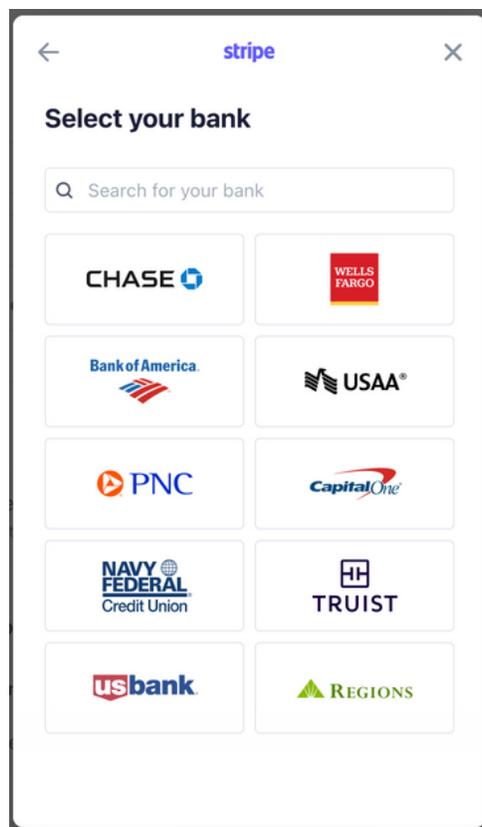
At the bottom, there is a security notice: "Payment information is TLS encrypted and stored at Stripe - a Level 1 PCI compliant payment processor. Bank verification powered by Stripe."

A large black arrow points from the text "Click on 'Verify your account'" to the "Verify your account" button.

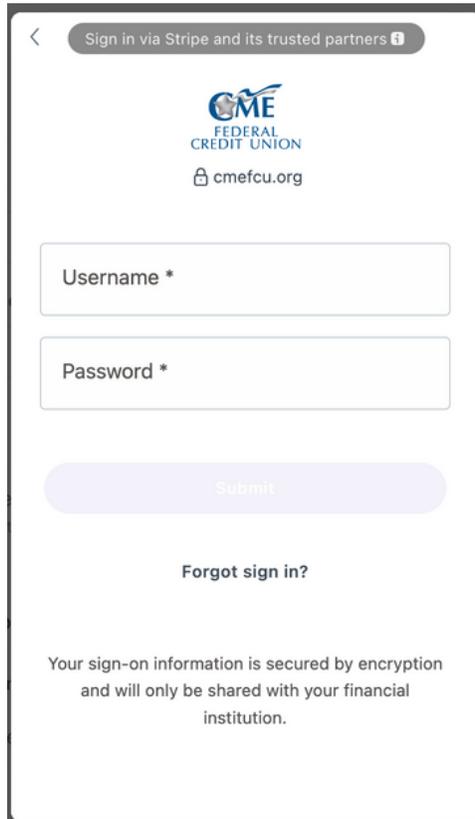
You will then have this box appear. The only data LBC is able to access if desired is the donor's account number, routing number, account type and account nickname. The account number and routing number are the numbers on the bottom of physical checks, so the data LBC would have access to is not materially different than writing a check to the church. LBC does NOT have access to any bank login information. Click on "Agree and continue".



Select the correct bank. If you do not see your bank as an option, type the name of your bank in the search bar and select the correct one.



You should then see a Login with your bank’s logo and website address at the top. The simplest and fastest way to verify that you own the bank account from which you are donating money is via logging into your bank and selecting from which account you would like to donate. The other option for giving via bank account is to manually verify the account (go back one step and click on the bottom of the "LBC uses Stripe to connect your accounts" window and follow the instructions.) This method takes longer (a few days to verify the account) but is an option. To follow along with this tutorial, log in with your bank info, and Click on the “Submit” button.

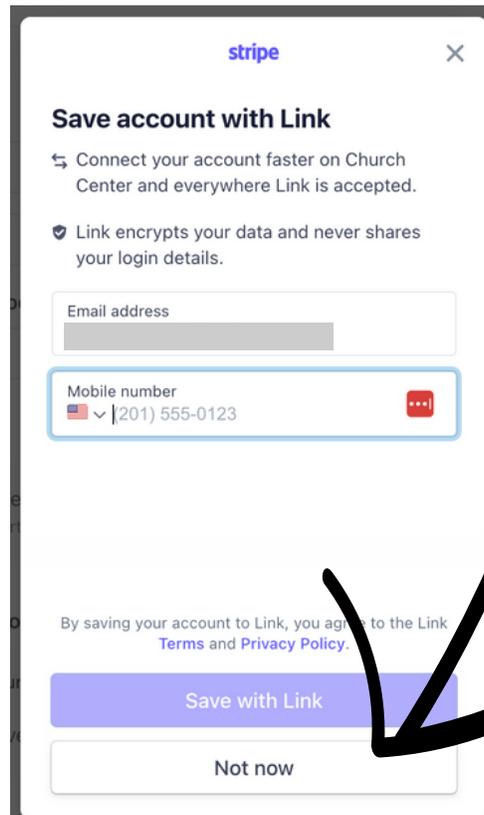


The image shows a mobile application login screen for CME Federal Credit Union. At the top, there is a back arrow and a button labeled "Sign in via Stripe and its trusted partners". Below this is the CME Federal Credit Union logo and the website address "cmefcu.org". The login form consists of two input fields: "Username \*" and "Password \*". Below the input fields is a "Submit" button. Underneath the button is a link for "Forgot sign in?". At the bottom of the screen, there is a security notice: "Your sign-on information is secured by encryption and will only be shared with your financial institution."

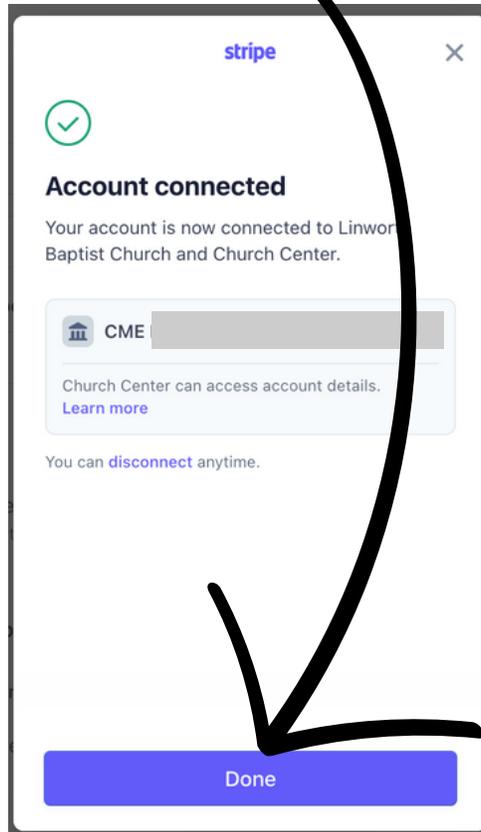
You should then see a list of your accounts. Select the account you would like your recurring gift to come out of and then click on the “Connect account” button.



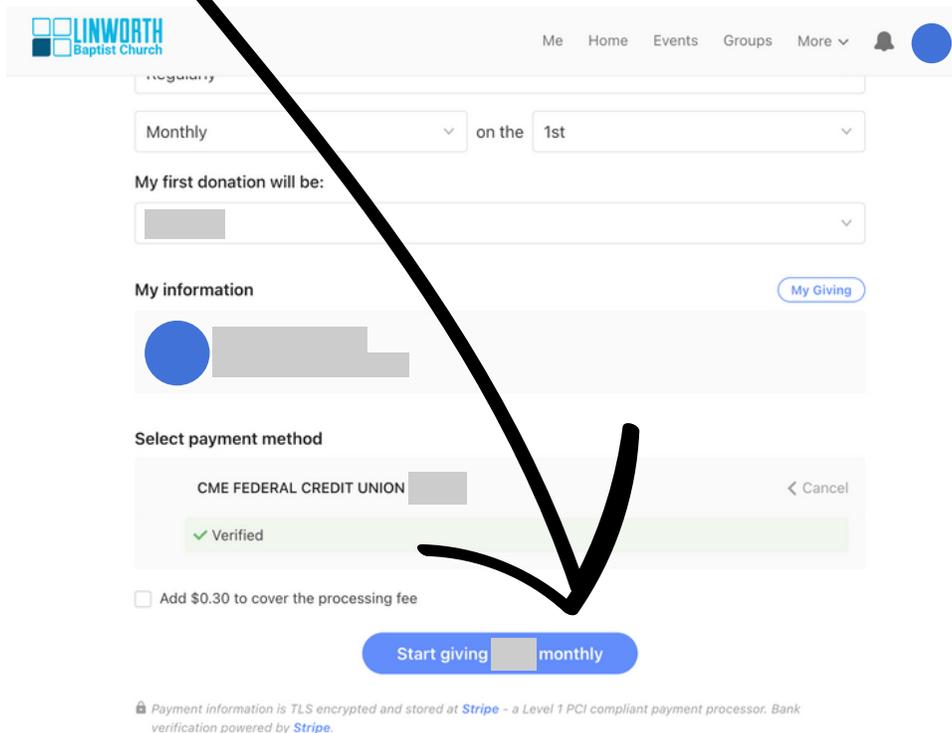
You will then have the option to save your account with Link. Click the “Not now” option.



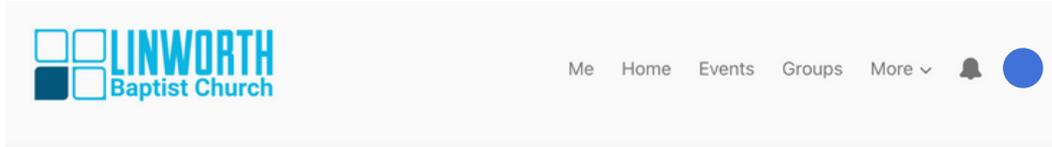
You should then see this page. Click “Done”.



You should then see this page with your payment method verified. Click the blue button to confirm your recurring gift.



You should then see this page confirming that your recurring donation is set up.



 **Thank you!**

Your recurring donation has been set up and we have emailed a receipt for your records.

[View My Giving](#)

[Visit our Main Website](#)