



**LAKE GROVE**  
PRESBYTERIAN CHURCH  
*Real. Active. Faith.*

## Online Giving Instructions

Lake Grove Presbyterian Church

[www.lakegrovepres.org](http://www.lakegrovepres.org)

### ***Getting Started***

1. Visit the church website at [www.lakegrovepres.org](http://www.lakegrovepres.org)
2. Click on the GIVE button on the website homepage
3. Click "Give Online"
4. Click "Learn More"

The giving form will appear where you can complete your donation.

### ***Completing Your Gift***

#### **Step 1: Enter Gift Details**

- Enter the amount you wish to give
- Select the fund from the drop-down menu (GENERAL is the default option). *Note: To split your donation between multiple funds, click + Another Fund*
- Optional: Add a memo with additional information

#### ***Step 2: Choose Frequency***

Select how often you wish to give:

- GIVE ONCE – For a single donation
- GIVE MULTIPLE TIMES – For recurring donations

When selecting GIVE MULTIPLE TIMES, you can:

- Choose specific transaction dates (for example, twice a month)
- Set the number of transactions
- Select a start date for recurring gifts (be sure to review the date as the system defaults to today's date).



### ***Step 3: Review and Continue***

Click the blue CONTINUE button in the lower right corner to proceed to payment

### ***Payment Methods***

#### **Option 1: Bank Account (ACH)**

- Select the Bank Account button
- Enter your bank's Routing Number and your Account Number

Finding your bank information:

- These numbers are printed at the bottom of your checks
- The Routing Number is the first 9-digit number on the bottom left of your check
- The Account Number is the series of numbers in the middle (between the routing number and check number)
- Click the blue confirmation button in the lower right corner
- Your contribution is complete! Your banking information will be securely saved to your profile and can be updated at any time

#### **Option 2: Credit or Debit Card**

- Select the Credit or Debit button
- Enter your card information as indicated on the form
- Click the blue confirmation button in the lower right corner
- Your contribution is complete! Your card information will be securely saved to your profile and can be updated at any time

**Thank you for your generous support of Lake Grove Presbyterian Church!**

**For further assistance, please contact the church office.**