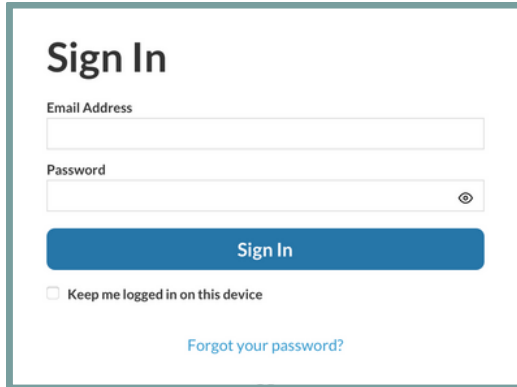


# SET UP RECURRING GIVING

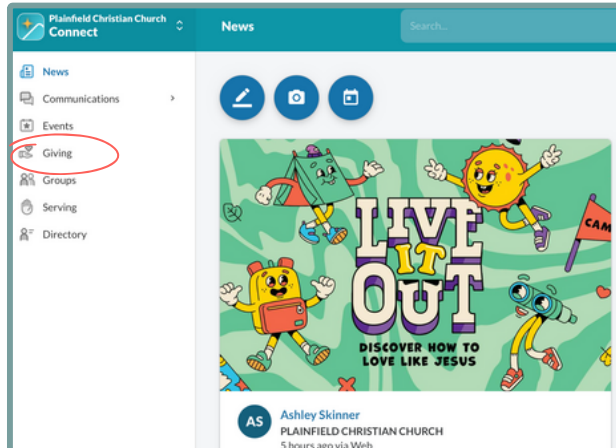
1 Click [here](#) to get started.

2 Click **Sign In** to log into your account.

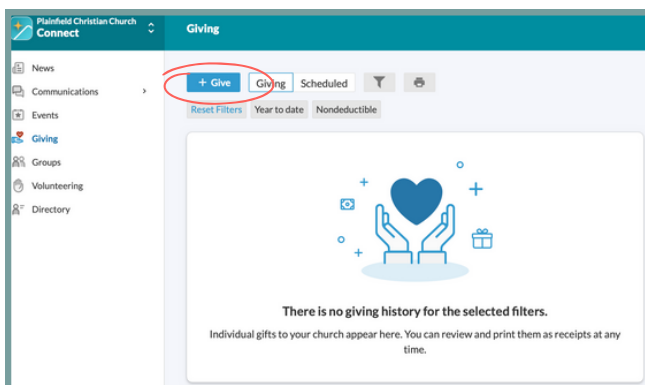


A sign-in form with the title "Sign In". It contains two input fields: "Email Address" and "Password". Below the password field is a "Sign In" button. There is a checkbox labeled "Keep me logged in on this device" and a link "Forgot your password?" below the button.

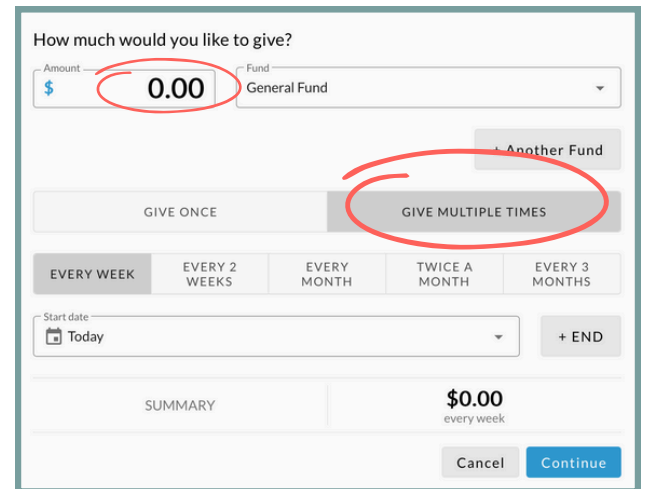
3 Click **Giving** from the left menu.



4 Click **Give**.

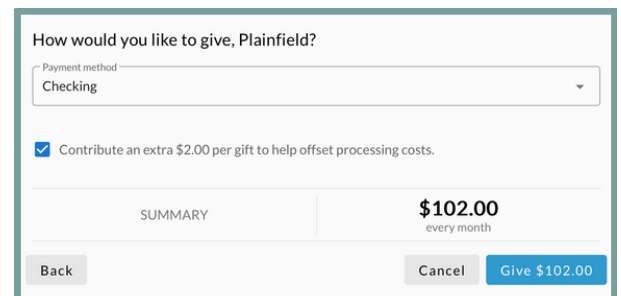


5 Enter gift amount. Click **Give Multiple Times** and choose frequency of giving. Click **Continue**.



A form titled "How much would you like to give?". It has an "Amount" field with "\$ 0.00" and a "Fund" dropdown menu set to "General Fund". There is a "+ Another Fund" button. Below these are two main buttons: "GIVE ONCE" and "GIVE MULTIPLE TIMES", with the latter circled in red. Under "GIVE MULTIPLE TIMES" are frequency options: "EVERY WEEK", "EVERY 2 WEEKS", "EVERY MONTH", "TWICE A MONTH", and "EVERY 3 MONTHS". There is a "Start date" dropdown set to "Today" and a "+ END" button. At the bottom, a "SUMMARY" section shows "\$0.00 every week" and "Cancel" and "Continue" buttons.

6 Choose your payment method. Click **Give [\$]**.



A form titled "How would you like to give, Plainfield?". It has a "Payment method" dropdown menu set to "Checking". There is a checkbox labeled "Contribute an extra \$2.00 per gift to help offset processing costs." which is checked. At the bottom, a "SUMMARY" section shows "\$102.00 every month" and "Back", "Cancel", and "Give \$102.00" buttons.

7 Your recurring giving is set up! You'll receive an email confirmation to the email associated with your Realm account. We're so glad you're on this generosity journey with us!