

## How to give online using Realm eGiving

### Step-by-Step Realm eGiving

Christ Episcopal Church  
Spotsylvania, VA  
Thank you for your support of Christ Episcopal Church.

How much would you like to give?

Amount **1** \$0.00 Fund **2** Pledges

Memo **3**

**4** + Another Fund

**5** GIVE ONCE GIVE MULTIPLE TIMES

Gift date **6** Today

Email address **7**

SUMMARY \$0.00 total **8** Continue

#### How much would you like to give?

1. Enter the amount you would like to give.
2. Use the drop-down menu to select the type of Fund you would like your donation to go to.
3. Use the Memo field to include additional information.
4. You can select more than one Fund
5. Select if you want to Give Once or Give Multiple Times  
If Multiple Times, select the frequency.
6. Select the date you want to make your donation or when your donation should start/end.
7. Include your email address.
8. Select Continue.

How would you like to give?

**1** CREDIT OR DEBIT BANK ACCOUNT

Account Number

Name On Card

Expiration Month 01 Expiration Year 2024 CVV

Billing Address 1 Billing Address 2

Billing City Billing State Billing Postal Code

☒ Save for future use.  
☐ Contribute an extra \$0.10 to help offset processing costs.

**2** SUMMARY \$5.00 total **3** Give \$5.00

Back

#### How would you like to give?

1. Include either your credit card or bank info and then your address. Check the box “Save for future use” if you want your information saved.
2. Check the box if you would like to contribute an extra sum of money to offset processing costs.
3. Select GIVE \$\$\$

#### Your donation is complete.

Thank you!

Check your email for a confirmation of this transaction.

<div><div>Sign In</div><div><div>Thank you for your gift of \$5.10</div><div>Receipt Number: 719235486</div><div>Thank you for your donation.</div><div>You will receive an email confirmation once this gift has processed.</div></div><div><div>Before you go...</div><div><input type="checkbox"/> Make this gift again in the future by setting up a scheduled gift.</div></div><div><div>POWERED BY REALM</div><div><a href="#">Terms and Conditions</a> <a href="#">Privacy Policy</a></div></div></div>		

## Frequently Asked Questions

Why have we moved to Realm software (Real Ministry)?

We are replacing an information management system that is over 20 years old. This new system includes a mobile component that will make giving easier for those away from home or their computer.

Is online giving secure?

Yes. Realm uses an encrypted secure website for online giving to ensure protection of your sensitive information.

Will my information be shared?

Your information is only known by the staff and the treasurer/assistant treasurer.

Will the system save my giving information so I don't need to re-enter it?

Yes, if you check "Save for future use" located on the page where you enter your credit card information.

What are processing costs?

Banks and credit card companies charge us a fee to process your donation. The fee is calculated as a percentage of your donation. By increasing the amount of your donation to cover this cost, your entire donation comes to Christ Church. Simply check "Contribute an extra \$xx.xx to offset processing costs." PayPal takes the processing fee from your donation.

Can I give to multiple funds in one transaction?

Yes. Indicate the first amount you want to donate and the Fund that should receive the donation.

Select +Another Fund. Indicate the next amount you want to donate and the Fund that should receive that donation.

Can I set up a donation today but not have it process until a later date?

Yes. You can enter the date you want your donation to be processed.

If I set up a recurring donation, can I change it? Yes. How?

You can cancel your first recurring donation and set up a new one.

How do I indicate that I want my donation to Outreach to go to the Food Pantry (or another ministry)?

*Use the Memo field.*

Will my donations be attributed to my entire family or just to me?

Your donation will be attributed to your entire family. The treasurer has linked your family into one account unless you give separately.

What is the Sign On button in the top right for?

At some point this year we will launch another component of Realm. In order to use it, every parishioner will be asked to create an account and Sign In using your account credentials. We are still testing this second component of Realm. We will let you know when we are ready for you to create a "Log in".