

Giving Through Realm®

Online Giving – Why create an account?

- Save contact information
- Set up scheduled giving
- Easily track and adjust your giving

Online giving is a convenient tool for anyone giving to Central United Methodist Church. All information is secure and encrypted to protect you and your information. Features of our online giving program include:

- Gifts executed online are safe. Banking and credit card information is stored on a secure server that meets all federal data encryption guidelines. CUMC currently uses the merchant account Vanco.
- CUMC accepts designated gifts, provided the designated fund is already established.
- Giving may be set on a recurring schedule, such as weekly, monthly, or quarterly.
- CUMC will provide an annual giving statement to contributors prior to January 31 of each year.

Still Not Sure About Giving Online?

You can always give during our worship services or mail a check to the church office. If you should have any questions or concerns we would be happy to address those. Feel free to call the church office at (828) 253-3316 or email the accounting office at <mailto:accounting@centralumc.org>.

How to Give from Your Realm Profile

- Sign into your profile.
- Click **Giving** on the main menu.
- Enter the amount you want to give, then select the fund. To give to more than one fund at once, click **Give to an additional fund**.
- Select a gift frequency and enter the appropriate date information.
- Enter your payment information. If you have a saved payment method, you can use it or click **Add New Payment Method** to add another payment method.
- Click **Give**.

What about months that have less than 31 days?

During months that have less than 31 days, recurring gifts scheduled for the 31st of each month will process on the last day of the month.

Will I be notified about recurring gifts?

Yes, if you set up a recurring online gift, you will receive an email when the end date has been reached.

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How to Give Via Text Message

- Give any amount to your church using your smart phone.
- Text your church's keyword and amount to 73256 on your smart phone. (Requires a unique keyword for our church. Text **centralavl** and amount [i.e., **centralavl \$50**] to **73256** on your smart phone.)
- Once the text is sent, you will receive a confirmation message.
- Click the link in the confirmation message to access the payment form.
- Complete the payment form and verify the amount and fund.
- When finished, click Give.
- You will receive a receipt by text and email.
- Your payment information is saved for future gifts.

How To Set Up a Pledge

1. Sign into your site.
2. Click **Giving** on the main menu.
3. Click + **Pledge**, enter your pledge information, and save. You will receive an email once you meet your pledge.

How to Edit a Recurring Gift

You may need to change a recurring gift you've set up. Here's how:

1. Sign into your site.
2. Click **Giving** on the main menu.
3. Click **Scheduled**.
4. Click the *ellipsis icon* (●●●) next to the recurring gift you want to edit and select **Edit**.

Make any necessary changes, and click **Save**.

Editing the Start Date

If you need to edit the start date of your recurrence, you must cancel the current gift and enter a new one with the correct start date.

How to Cancel a Recurring Gift

You may need to cancel a specific gift or all gifts in a series:

1. Sign into your profile.
2. Click **Giving** on the main menu.
3. Click **Scheduled**.
4. Click the *ellipsis icon* (●●●) next to the recurring gift you want to cancel and select **Cancel**.
5. Select whether you want to cancel only the gift you selected or all gifts in the series.
6. To confirm, click **Ok**.

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How to Change Your Payment Method

Use this window to add, update, or delete the credit card, debit card, or bank account information you use to make online contributions to your church. You can also view any messages about failed or delayed contributions.

1. Sign into your profile.
2. Click **Giving**.
3. Inside the column on the right, click **Manage Payment Methods**.
4. To add a new payment method, click **Add Payment Method**, complete the fields, and click **Save**.
5. To update or delete a payment type, click and select **Edit Account** or **Delete Account**. Complete the onscreen fields.

What happens if I have scheduled payments?

If you have scheduled payments assigned to this card or account, you will not be able to delete it until you reassign or cancel your upcoming payments. If this is the case, a popup window will guide you through the process.

How to Track and Print Your Giving

You can check your giving history, pledges, or print a list of your past giving.

View Your Giving History

You can filter your list of contributions to view the ones you want.

1. Sign into your profile.
2. Click **Giving** on the main menu.
3. To narrow the list of contributions, click the  (filter) icon, select limiting criteria, and click **Filter**.

How to View Your Future Gifts

You can filter your list of contributions to view future gifts.

1. Sign into your site.
2. Click **Giving** on the main menu.
3. Click **Scheduled**.
4. To narrow the list of contributions, click the  (filter) icon, select limiting criteria, and click **Filter**.

Print A Copy of Your Giving Statement

From February 1st to April 30th, you can quickly print a copy of your giving statement.

Print a copy of your statement by using the button shown:

Giving

+ Pledge Giving Scheduled [Filter] [Download]

Total: **\$1,511.00** Deductible: \$1,511.00 | Non-Deductible: \$0.00

Gift Date	Fund	Gift Type	Amount
04/08/2016	FLC Loan Princ Reduction	Online: Anne CC	\$7.00

2015 Contribution Statement

Giving Number
None

No matter how you choose to give toward our ministry, you can review all of your giving history on your profile anytime:

Check or Cash

Online Gifts (one-time or recurring)

Text Giving

Pledges