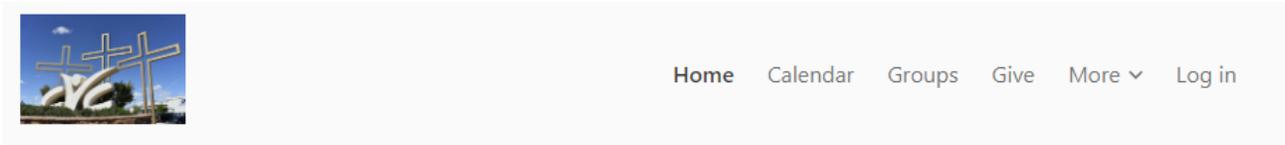


## Setting up Giving in Church Center from a Desktop or Laptop Computer

Please ensure that your recurring giving is canceled through Infellowship, our old platform, prior to setting up your new giving so you are not charged or drafted twice for your gift.

1. On your web browser go to the following link: <https://cielo-vista-church-35745.churchcenter.com/home>
2. Click on Give located at the top of the screen or



To set up recurring giving or have your information saved in church center so you can give at a later time without having to reenter your bank or card information you will need to:

1. Click Log in.
2. You will need to enter your phone number to get started or you can opt to use an e-mail address.

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

888-555-1212

By continuing, you agree to Planning Center's Terms of  
Service and Privacy Policy.

Next

Use email address instead

3. Once you enter your phone number click Next
4. Next enter your e-mail address, then click Next

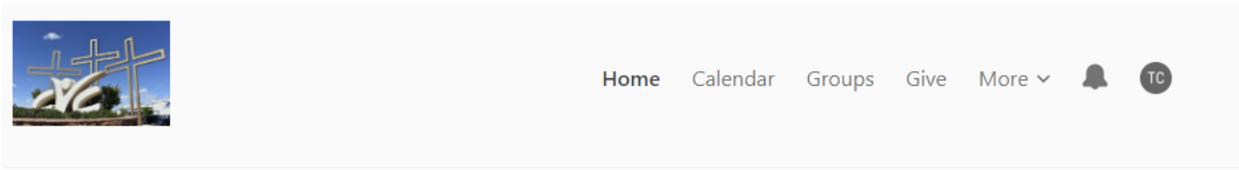
To send you notices about your account, we also need  
your email address.

name@email.com

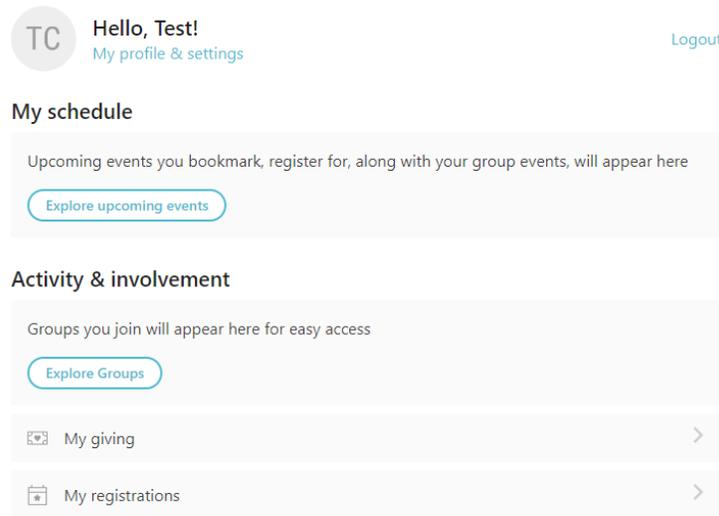
By continuing, you agree to Planning Center's Terms of  
Service and Privacy Policy.

Next

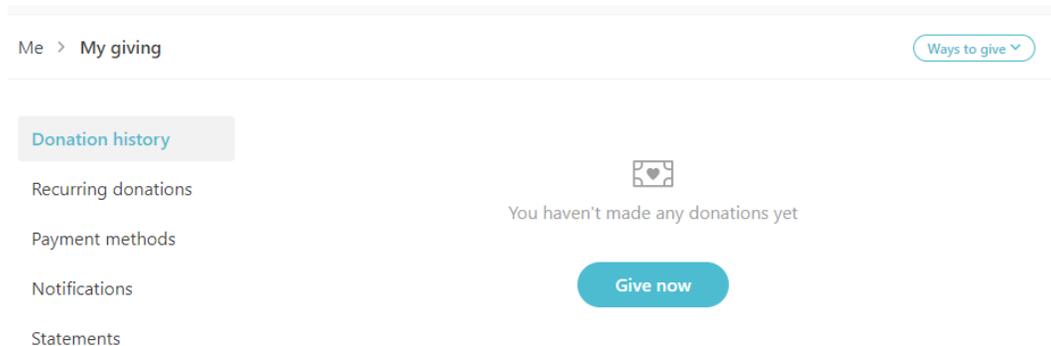
5. You will be prompted to confirm your account. An e-mail/text message will be sent to the e-mail address/phone number you provided.
6. Enter the code that is sent to you from Church Center.
7. Once entered you can begin navigating through the different options on the menu ribbon.



8. You can give by clicking on Give or click on your initials at the top right-hand corner. If you click on Give, follow the prompts. If you click on initials, you will see the following window.



9. Click on My Giving. The next screen you see will provide some options for you to see your Donation History. See Recurring donations you have set up, payment methods, Notifications, or statements.



10. Click Give Now and follow prompts to set up your giving.

**Give** \$ USD

This discretionary money can be used where it's needed most. Estos fondos pueden ser usados donde mas se necesiten.

[+ Add donation](#)

**Frequency**

**My information**


 Test ChurchCenter  
 irishnutch@yahoo.com

**Select payment method**

 Add bank account >

 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](#).

11. Enter dollar amount you would like to give.
12. Next Select the account where you would like your gift to be applied.
  - a. The options for accounts are:
    - i. Tithes | Diezmo
    - ii. Offering | Ofrendas
    - iii. ShipBuilders
    - iv. Missions | Misiones
    - v. Benevolence | Benevolencia
    - vi. Building | Fondo para Edificio
13. If you would like to give to multiple accounts, click on add donation and follow steps 11 and 12 again.
14. Next select the Frequency of your gift. You can give a one-time gift or regularly for recurring gift.
15. Next select your payment method. You can add a debit/credit card or bank account information for automatic draft.
  - a. If you "Add bank account" you will need to verify your account through Stripe who is the vendor that processes the transaction for the church.

## Option 1

### Select payment method

 **Add bank account** < Cancel

We'll need to verify your bank account before it can be used for giving.

[Verify your account](#)

## Option 2

### Select payment method

 **Add debit/credit card** < Cancel

MM / YY CVC

The minimum donation is \$0.50

16. Selecting “Add bank account” will prompt the next screen below. Click Agree and continue

[×](#)

  
**Cielo Vista Church uses Stripe to connect your accounts**

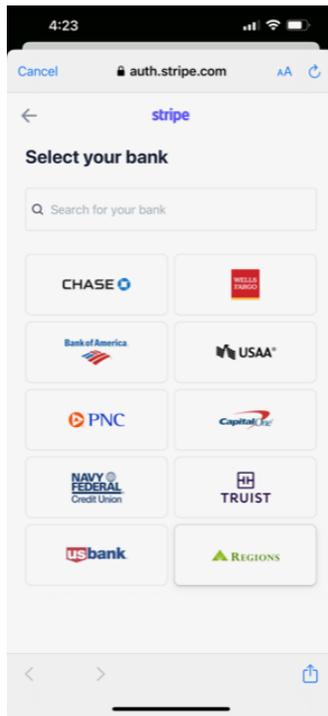
-  Cielo Vista Church partners with Church Center. They can access [requested data](#)
-  Data is encrypted for your protection. Stripe never shares your login details with Cielo Vista Church or Church Center
-  You can [disconnect](#) at any time

By continuing, you agree to Stripe's [Terms](#) and [Privacy Policy](#). [Learn more](#)

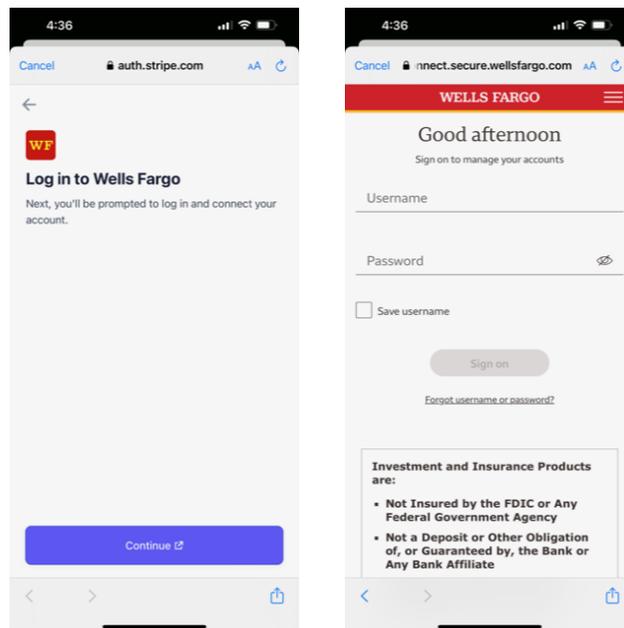
[Agree and continue](#)

Manually verify instead (takes 1-2 business days)

17. You will then be prompted to search and select your bank. If your bank is not listed in one of the images, search by entering your bank/financial institution name.



18. Once you select your bank, you will be prompted to login with your online bank information to connect your account.



19. Once bank account information is entered Stripe will validate the account is correct and active given the information you have provided.
- Please note it may take a couple days depending on your financial institution to verify the account. Stripe may need to deposit 1 cent into your account so that verification can happen. In that deposit it will include a code that you will need to enter into church center to authenticate giving.
  - Please read prompts carefully as you enter information.