
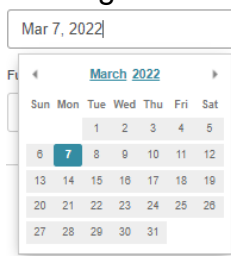



Set Up Recurring Contributions in *HUMC Connect*

1. Reach the HUMC Connect “Giving” Page:
 - a. Click on this link: <https://pushpay.com/g/hockessinumc>
 - b. On the HUMC web site, follow the path – Giving > HUMC Connect Giving

The screenshot shows the Hockessin UMC Giving page. At the top, it says "Welcome to Hockessin UMC" and displays a balance of "\$ XXX.XX" with a red "2" next to the dollar sign. Below this is a form for setting up a recurring contribution. The form has several sections: "Gift type" with buttons for "Give one time" and "Set up recurring" (with a red "3" above it); "Frequency" with buttons for "Every week", "Every 2 weeks", "Every month" (with a red "4" above it), and "1st & 15th monthly"; "Starting" with a date field showing "Mar 7, 2022" (with a red "5" above it) and a calendar icon; "Fund" with a dropdown menu showing "General Fund" (with a red "6" above it); and a "Next" button (with a red "7" above it).

2. Enter the amount of the recurring contribution.
3. Click on the button to indicate Gift Type – .
4. Select the Frequency of the recurring contribution by clicking on one of the four options.
5. Enter the starting date of the recurring contribution by clicking in the box and selecting the date from the calendar that appears.



6. Select the Fund to which the contribution is to be given. General Fund is the default. Click on the dropdown arrow –  to select Capital Fund or Missions Fund from the listing that appears:



A screenshot of a dropdown menu with a grey border. The menu is open, showing three options: "General Fund" (highlighted in dark grey), "Capital Fund", and "Missions".

Note: If you want to contribute to more than one fund, this procedure will need to be repeated for each fund.

7. Click 

The “Verify Your Mobile Number” screen is displayed.

Continue to the next page.

“Verify Your Mobile Number” screen

1. Enter your mobile phone number.
2. Click the Next button.

A security code is sent as a text to your mobile phone number.

VERIFY YOUR MOBILE NUMBER
Enter your number so we can sign you in.
[How does mobile sign in work?](#)

Mobile number **1** [Need help?](#)

US (302) 555-1212

2 Next

The screen changes to show the Security code field.

1. Enter the security code that was sent to your mobile phone.
2. Click the Next button.

VERIFY YOUR MOBILE NUMBER
Enter the security code sent to your number (302) 377-6253. [Resend code](#)
[Change your number](#)

Security code [Need help?](#)

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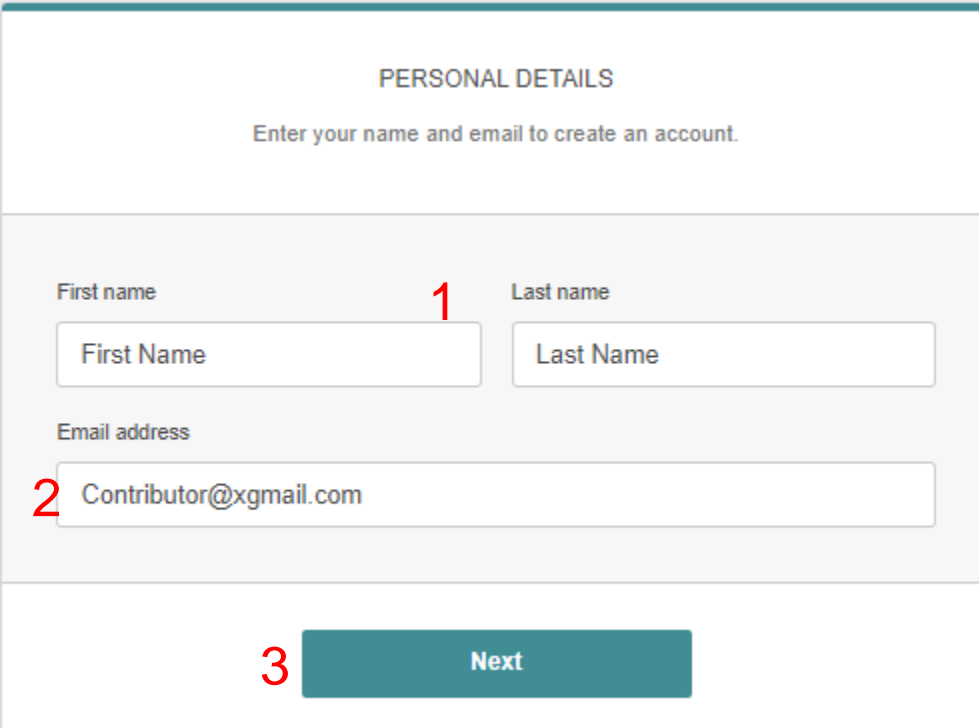
Stay signed in [i](#)

2 Confirm

“Personal Details” screen

The “Personal Details” screen is displayed to enable account creation. You only need to do this the first time you set up contributions.

1. Enter your first and last name.
2. Enter your email address.
3. Click the Next button.



The screenshot shows a form titled "PERSONAL DETAILS" with the instruction "Enter your name and email to create an account." The form contains three input fields: "First name" (with a red "1" above it), "Last name" (with a red "1" above it), and "Email address" (with a red "2" to its left and the text "Contributor@xgmail.com" inside). Below the fields is a teal "Next" button with a red "3" to its left.

The “Payment Method” screen is displayed.

You have two options to fund your contribution:

1. *Credit card or debit card*
2. *Bank account transfer (savings or checking)*


Continue to next page.

“Payment Method” Screen

1. For transfer of funds from your savings or checking account, click on

 Bank account



Continue to the next page.

2. For credit card or debit card contributions, click on  Card

Continue to page 10.


PAYMENT METHOD


Hockessin United Methodist Chu accepts debit cards, credit cards and bank transfers.

2  Card **1**  Bank account

Card number

Supported



Expiration CWV  Zip Code

Next

- **Contribution via Transfer from Bank Account**

1. Make sure the icon  Bank account is clicked.

PAYMENT METHOD

Hockessin UMC accepts debit cards, credit cards and bank transfers.

Card **1** Bank account

Routing number **2** Account number **3**

Account type **4**

5

2. Enter the bank routing number for your bank.
3. Enter the Account number from which the funds are to be transferred.
4. Indicate the Account type by clicking on the appropriate button for Checking or Savings.
5. Click the Next button.

The "Payment Method" screen changes to enable confirmation of the account number.

1. If you need to change the bank routing number or account information, click on the [Change bank account details](#) button. This will return to the previous screen.
2. Enter your checking or savings account number to confirm the entry.
3. Click the Next button.

The screenshot shows a mobile application screen titled "PAYMENT METHOD". At the top, it says "Please confirm your account number for Your Bank". Below this, there is a red number "1" next to a back arrow and the text "Change bank account details". In the middle section, it says "Confirm your account number" above a red number "2" and an empty input field. At the bottom, there is a red number "3" next to a teal button labeled "Next".

The "Confirm Your Gift" screen is displayed.

“Confirm Your Gift” screen

1. Review gift amount and bank information for accurate entry.
2. Check the box to authorize transfer of funds from your account to HUMC.

3. Click **Schedule recurring gift**

CONFIRM YOUR GIFT

1 \$XXX.XX

Set up a recurring gift of USD \$XXXX towards Missions for Hockessin United Methodist Chu

Repeats every month / First gift on Mar 7, 2022

[Change details](#)

Payment method

Your Bank 1 Your Account

[Add new payment method](#)
Supported payment methods include credit cards, debit cards and bank accounts.

2 I authorize Hockessin United Methodist Chu to debit Your Bank Account (****79) according to the amount and schedule above and the terms below.

If the above noted gift date falls on a weekend or holiday, I understand that the gift may be executed on the next business day. I understand that this authorization will remain in effect until I cancel it and that any changes in my account information or termination of this authorization must be made from within my Pushpay.com account or Pushpay mobile App at least 2 business days prior to the next gift date. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I will not dispute Hockessin United Methodist Chu's recurring gift with my bank so long as the transactions corresponds to the terms indicated in this agreement.

By making this gift to **Hockessin United Methodist Church, Inc.** I agree to the [Pushpay Terms & Conditions and Privacy Policy](#)

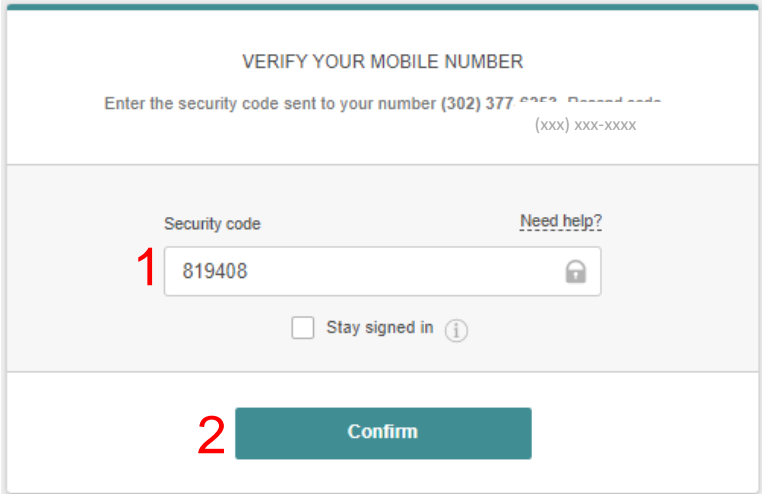
3 **Schedule recurring gift**

A security code is sent as a text to your mobile phone number.

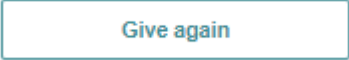
“Verify Your Mobile Number” screen

The screen shows the Security code field.

- 1. Enter the security code that was sent to your mobile phone.
- 2. Click the Confirm button.

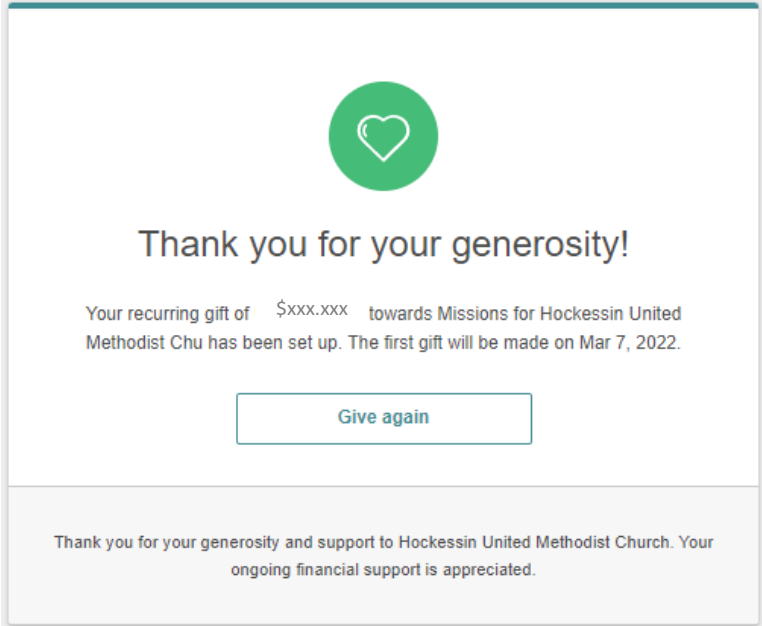


The final screen thanks you for your generosity.



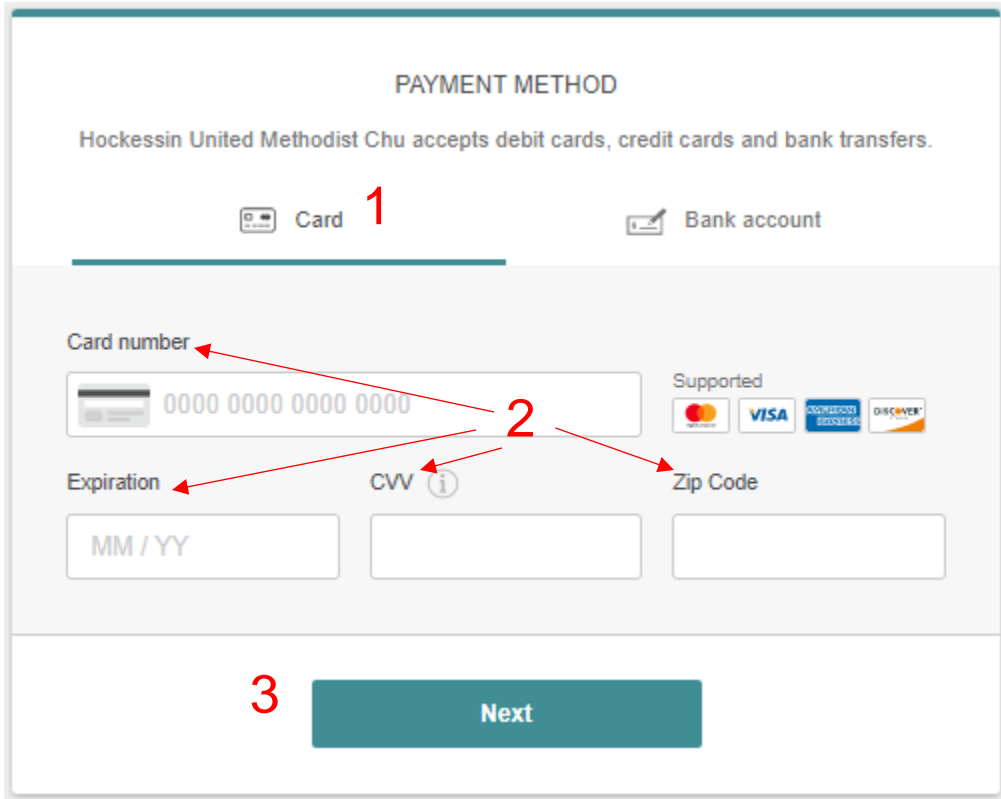
If you wish to continue and give to another fund, click to return to the initial Giving screen.

If you are done, close the screen.





- **Contribution via Credit Card or Debit Card**

1. Make sure icon  **Card** 1 is clicked.



PAYMENT METHOD

Hockessin United Methodist Chu accepts debit cards, credit cards and bank transfers.

 **Card** 1  Bank account

Card number 2



Expiration CVV 2 Zip Code

3 Next

2. Enter the credit card or debit card number, expiration date, CVV code, and zip code of the card billing address.
3. Click the Next button.

The Confirm Your Gift screen is displayed.

“Confirm Your Gift” screen


1. Verify gift amount and payment method.
2. Click  [Change details](#) to change the gift amount or fund.
3. Click 

CONFIRM YOUR GIFT


\$ **1** XXXX.XX

Set up a recurring gift of USD \$XXXX towards Missions for Hockessin
United Methodist Chu


Repeats every month / First gift on Mar 7, 2022


2  [Change details](#)

Payment method

Visa **1** 

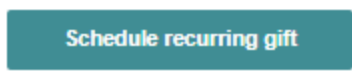
XXXX XXXX XXXX XXXX

Expiry: 2/23 



Add new payment method

Supported payment methods include credit cards, debit cards and bank accounts.

3 

“Verify Your Mobile Number” screen

The screen shows the Security code field.

1. Enter the security code that was sent to your mobile phone.
2. Click the Confirm button.

VERIFY YOUR MOBILE NUMBER

Enter the security code sent to your number | [Resend code](#)

Security code | [Need help?](#)

1 731534

Stay signed in ⓘ


2 Confirm

The final screen thanks you for your generosity.

If you wish to continue and give to another fund, click to return to the initial Giving screen.

[Give again](#)

If you are done, close the screen.



Thank you for your generosity!

Your recurring gift USD SXXXXX towards Missions for Hockessin United Methodist Chu has been set up. The first gift will be made on Mar 7, 2022.

[Give again](#)

Thank you for your generosity and support to Hockessin United Methodist Church. Your ongoing financial support is appreciated.