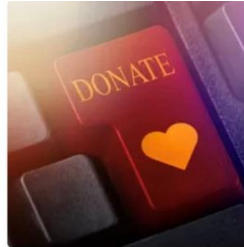


# Setting up a Recurring Online Gift to the Church of St. Timothy

1. Before you begin, you will want to have on hand the debit or credit card that you would like to use to make your gift.
2. Go to Church of St. Timothy's website <https://www.churchofsttimothy.com/>
3. Scroll down and click on "Click Here for Secure Online Giving"



CLICK HERE FOR  
SECURE ONLINE  
GIVING



4. Enter the amount that you want to give. Then, under Gift Type, select "Set up recurring" and make appropriate selections for:
  - **Frequency:** how often you want your gift to recur
  - **Starting:** the date the first gift will be processed
  - **Fund:** the fund that you prefer your donation to go towards (if you would like to give to multiple funds, than you need to perform multiple transactions)

Church of St. Timothy

Español Your Account

Welcome to Your Account  
Your Account is where you can view transactions, update your payment method or manage recurring gifts.  
Manage Account >

Please enter an amount

Gift type

Give one time Set up recurring

Frequency

Every week Every 2 weeks Every month More

Starting

Jul 13, 2023 (Today)

Fund

General Fund

Next

5. Once all necessary fields have been populated, click "Next."
6. You will be prompted to log into your account via your Mobile Number (only 10-digit number).
  - If you do not have a Pushpay account created, you will be prompted to create one.
  - If you do not want to create a Pushpay account but would still like to set up a recurring gift, please contact Joy Heifort at the Church of St. Timothy parish office at 763.784.1329 or [jheifort@churchofsttimothy.com](mailto:jheifort@churchofsttimothy.com).
7. Complete the login process by inputting the Security code that was sent to your cell phone and clicking "Confirm."

The screenshot shows a mobile verification screen for the Church of St. Timothy. At the top, there is a maroon header with the church's logo, the word "Español", and a "Your Account" link with a user icon. The main content area is white and contains the following elements:

- A title "VERIFY YOUR MOBILE NUMBER".
- A prompt: "Enter the security code sent to your number (763) 421-0816. [Resend code](#)".
- A link: "< Change your number".
- A "Security code" input field with a "Need help?" link to its right.
- A checkbox labeled "Stay signed in" with an information icon.
- A large maroon "Confirm" button.

Below the main form, there is a footer section with the following text:

- Pushpay [Terms & Conditions](#) and [Privacy Policy](#).
- Organization Legal Name: Church of St. Timothy of Blaine | Address: 707 89th Ave NE, Blaine MN 55434
- Pushpay logo.
- [Help Center](#) | © 2023 Pushpay® Ltd. All rights reserved.

8. Once logged in, enter your payment method details and click "Next."

The screenshot shows a payment method screen for the Church of St. Timothy. At the top, there is a maroon header with the church's logo, the word "Español", and a "Help" link with a user icon. The main content area is white and contains the following elements:

- A title "PAYMENT METHOD".
- A note: "Church of St. Timothy accepts debit cards, credit cards and bank transfers."
- A link: "< Go back to confirm gift".
- Two radio buttons: "Card" (selected) and "Bank account".
- A "Card number" input field with a "Supported" label and logos for Visa, Mastercard, and American Express.
- An "Expiration" input field with a "CVV" input field and a "Zip Code" input field.
- A large maroon "Next" button.

Below the main form, there is a footer section with the following text:

- Pushpay [Terms & Conditions](#) and [Privacy Policy](#).
- Organization Legal Name: Church of St. Timothy of Blaine | Address: 707 89th Ave NE, Blaine MN 55434
- Pushpay logo.
- [Help Center](#) | © 2023 Pushpay® Ltd. All rights reserved.

9. Confirm your Recurring Gift details & payment method and click "Schedule recurring gift."

10. A confirmation page will appear letting you know that you've successfully created your recurring gift. You will also receive a confirmation email (if the Church of St. Timothy has your email address) each time your recurring gift is processed.

A screenshot of a web page with a dark blue header. The header contains the Church of St. Timothy logo on the left, the text "Español" in the center, and "Hi Joy" with a user icon on the right. The main content area has a white background with a blue border. At the top center is a green circle with a white heart. Below it is the text "Thank you for your generosity!". Further down is a paragraph: "Your recurring gift of USD \$5.00 towards General Fund for Church of St. Timothy has been set up. The first gift will be made on Aug 1, 2023." Below this is a blue button with the text "Give again". The next section has a light gray background with the text: "Thank you for your support of the ministries at St. Tim's. We will be good stewards of your generous gift!". The bottom section has a white background with a gray circle containing a download icon. Below it is the text: "Did you know we have a mobile app? The Church of St. Timothy app is your fastest, most convenient way to make a gift." At the very bottom is a blue button with the text "Get the app".