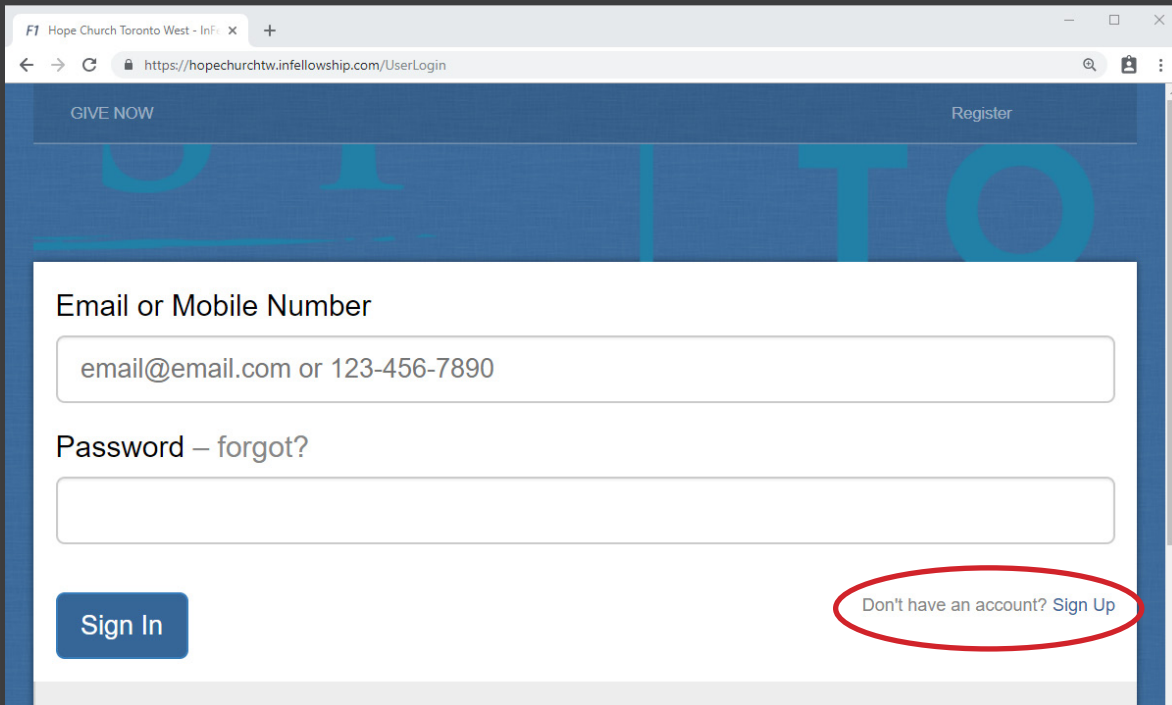


## HOW TO SET UP YOUR REOCCURRING ONLINE GIVING

- **GO TO** HOPE CHURCH'S GIVING PORTAL AND **SIGN UP**  
[HTTPS://HOPECHURCHTW.INFELLOWSHIP.COM/USERLOGIN](https://hopechurchtw.infellowship.com/userlogin)  
IT SHOULD LOOK LIKE THIS (SEE BELOW)



Hope Church Toronto West - Inf...

https://hopechurchtw.infellowship.com/UserLogin

GIVE NOW Register

Email or Mobile Number

email@email.com or 123-456-7890

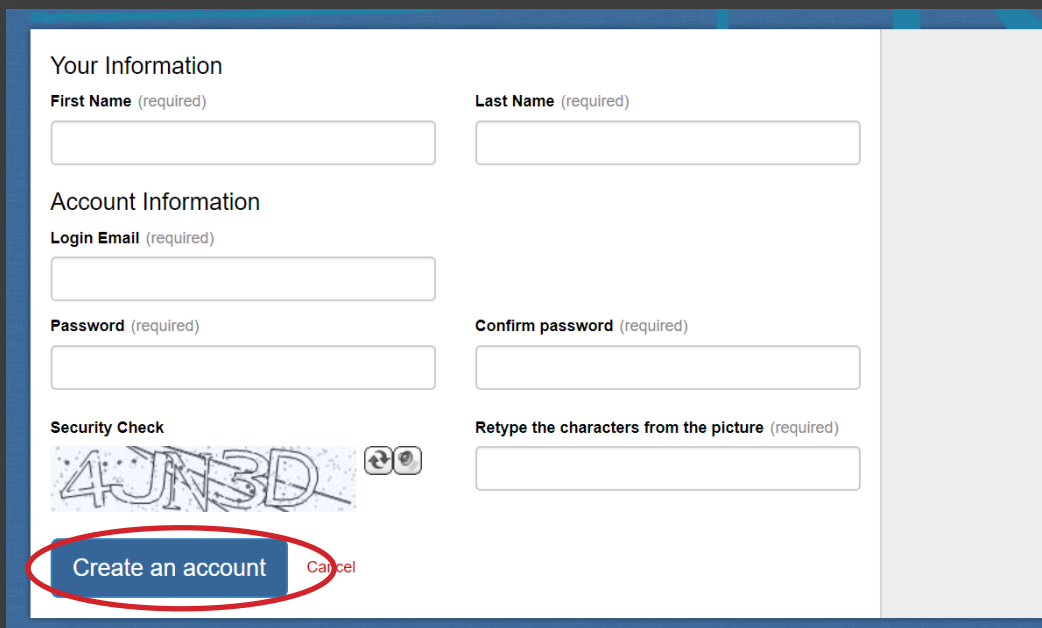
Password – forgot?

Sign In

Don't have an account? Sign Up

FOR EASIER ACCESS, THE GIVING PORTAL LINK IS ALSO AVAILABLE THROUGH OUR WEBSITE AT  
[HOPECHURCHTW.CA/GIVE](https://hopechurchtw.ca/give)

- **ENTER YOUR INFORMATION AND CREATE AN ACCOUNT**



Your Information

First Name (required)

Last Name (required)

Account Information

Login Email (required)

Password (required)

Confirm password (required)

Security Check

Retype the characters from the picture (required)

Create an account Cancel

- **CHECK YOUR EMAIL TO ACTIVATE YOUR ACCOUNT.** THE LINK IN THE EMAIL WILL TAKE YOU TO THIS PAGE. **FILL OUT YOUR INFO** AND **CLICK “SAVE AND CREATE ACCOUNT”**

Hello, [redacted] \* = required field  
You're almost done!

---

We just need a little more info — If you are a church member, this will help us keep your info up-to-date. Thanks!

\* Date of birth

\* Gender ☒ Male ☐ Female

\* Address

Country

Street 1

Street 2

City

State/Province  Postal code

County

Home phone  ☆

Mobile phone  ☆

**Save and create account**

- **YOU SHOULD SEE THIS CONFIRMATION NEXT. SIGN IN TO CONTINUE.**

✓ Your account has been successfully activated.

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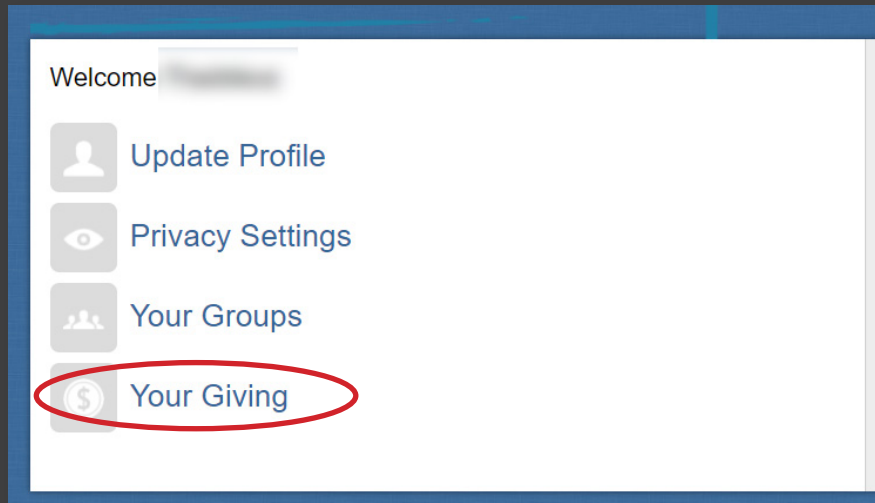
GIVE NOW

Email or Mobile Number

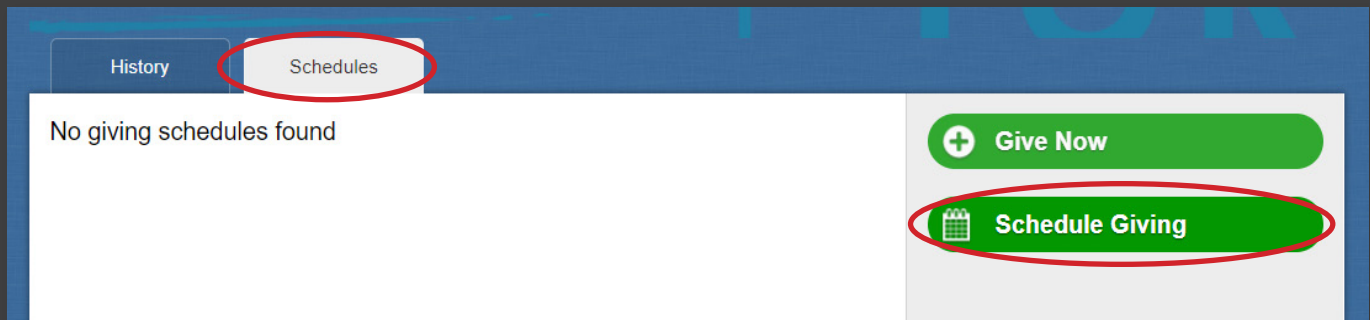
Password – forgot?

**Sign In** Don't have an account? [Sign Up](#)

- **CLICK “YOUR GIVING”** ON THE MAIN PAGE.



- **GO TO THE “SCHEDULES” TAB** THEN **CLICK THE “SCHEDULE GIVING”** BUTTON



- **SELECT “CC HOPE CHURCH TW - TITHES”** FROM THE DROP DOWN MENU, THEN **ENTER THE DESIRED AMOUNT** YOU WISH TO GIVE PER WITHDRAWAL AND **CLICK “CONTINUE”**

A screenshot of the 'Where to Give' form. The form has four tabs: 'Where to Give' (selected), 'Giving Schedule', 'Payment Method', and 'Review & Confirm'. Below the tabs, there is a message: 'Please specify where you would like to give.' The form has two main sections: 'Give to...' and 'Amount'. In the 'Give to...' section, a dropdown menu is open, showing 'CC Hope Church TW - Tithes' as the selected option, which is circled in red. In the 'Amount' section, there is a text input field with a dollar sign icon, which is also circled in red. Below these sections, there is a 'Total' row showing '\$0.00'. At the bottom of the form, there are two buttons: 'Cancel' and 'Continue'.

- ON THE NEXT PAGE, **SELECT THE FREQUENCY OF YOUR GIVING** AND THE **STARTING DATE**, THEN **CLICK “CONTINUE”**

**Where to Give**  
Choose which causes to support

**Giving Schedule**  
How often would you like to give?

How often would you like to give?

☐ Once

☒ **Monthly**

☐ Twice monthly — 1st & 16th

☐ Weekly

☐ Every two weeks

**Begins \***

March 15 2019

☐ Ends

**Payment Method**  
Specify how you want to give

**Review & Confirm**  
Finalize your contribution

**SCHEDULE DETAILS**

Attributed to

\$ CC Hope Church TW - Tithes

\$ Total [Edit](#)

« Back

» Continue

- ON THE NEXT PAGE, **FILL OUT YOUR CREDIT CARD INFO** THEN **CLICK “CONTINUE”**

**Where to Give**  
Choose which causes to support

**Giving Schedule**  
How often would you like to give?

**Payment Method**  
Specify how you want to give

**Review & Confirm**  
Finalize your contribution

**Bank Card Information \***

\* First name

\* Last name

\* Bank card number

\* Expires

Security code \*(what's this)

**Billing Address \***

Country: Canada

Street 1

Street 2

Street 3

City

State/Province

Postal code

**SCHEDULE DETAILS**

Attributed to

\$ CC Hope Church TW - Tithes

\$ Total [Edit](#)

Occurring: Monthly [Edit](#)

Beginning: 4/1/2019

Ending: No end date

« Back

» Continue

- LASTLY, **REVIEW AND CONFIRM YOUR INFO**, THEN **CLICK “PROCESS THIS SCHEDULE”**

When giving via credit or debit card, a temporary **\$1.00** authorization hold will be placed on your account.

**Contribution Details** [Edit](#)

CC Hope Church TW - Tithes \$

**Total** \$

**Payment Information** [Edit](#)

☒ I understand that this will process my gift through the regular banking system and that it will remain in effect until I modify the contribution through the web interface or by contacting Hope Church Toronto West .

[Cancel](#) [Process this schedule](#)

Occurring	Monthly	<a href="#">Edit</a>
Beginning	4/1/2019	
Ending	No end date	

- YOU SHOULD SEE THIS CONFIRMATION SCREEN NEXT.

✓ Schedule Created Successfully [Close](#)

HOME GROUPS GIVING Account Contact us Help Sign out

History Schedules

Name	Next Occurrence	Giving Method	Amount
1st every month			

[Give Now](#) [Schedule Giving](#)

**CONGRATULATIONS - YOU'RE ALL DONE!**  
YOUR ONLINE GIVING IS NOW SET UP ON HOPE CHURCH TORONTO WEST'S GIVING PORTAL!

**THANK YOU FOR YOUR CONTINUED GENEROSITY!**



**YOU ARE LOVED**

**IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE CONTACT US.**

EMAIL: [FINANCES@HOPECHURCHTW.CA](mailto:FINANCES@HOPECHURCHTW.CA) | TEL: 416-521-9292