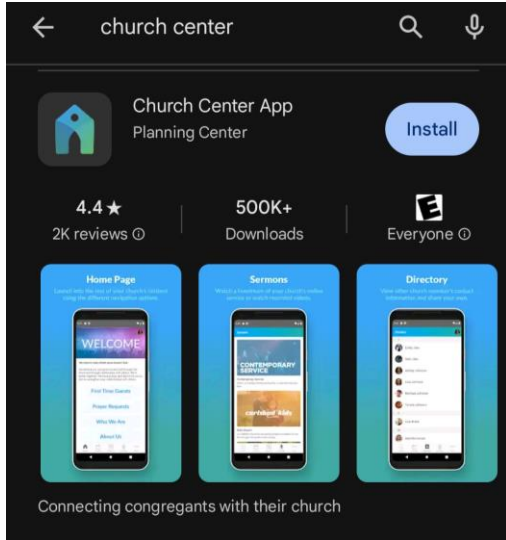


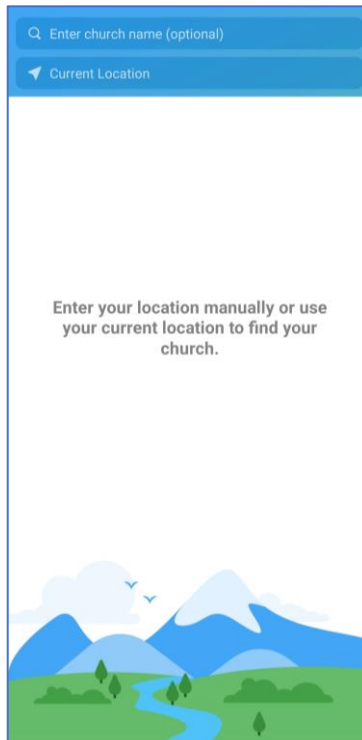
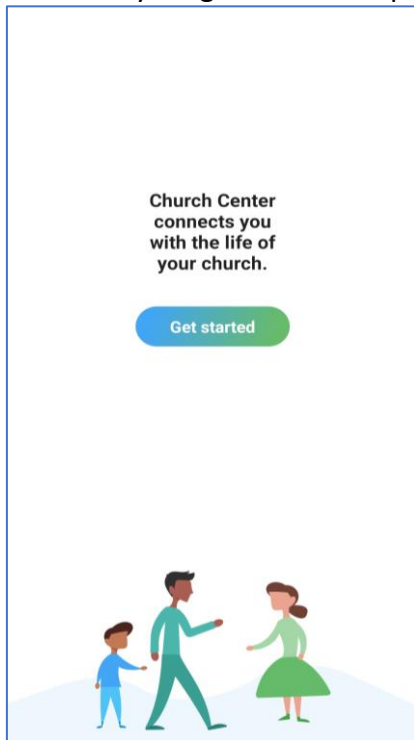
Instructions for Church Center App and New Giving Platform

Church Center App:

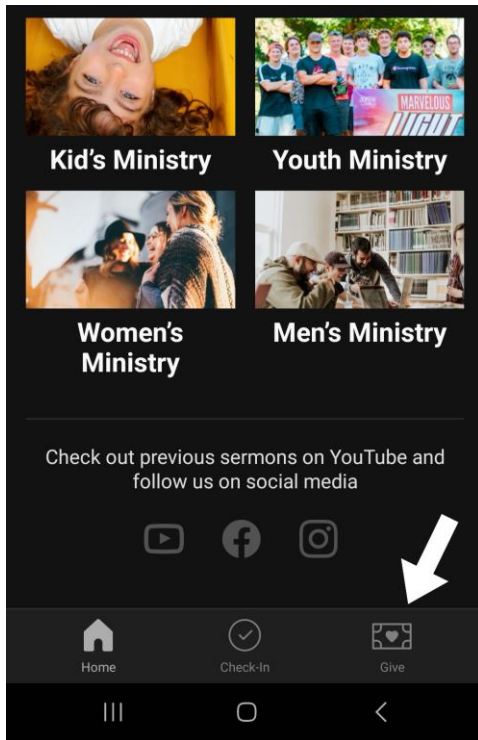
Download & install Church Center from your app store.



Click Get Started. Then either allow the app to use your location or manually type out Community Heights and our zip code to access our church.



On **January 1st**, the Give option will show up on app home screen alongside the Home and Check-In icons at the bottom.



Then follow the same steps from the website login (listed below) to access or create your profile on Chuch Center, and to process donations.

If you are not using the app but still prefer to give online, go to www.communityheights.org, and click on Give Online.

****Steps for both App and Online accounts****

Type in your phone number and click next. If your number is already in our system, click on your name to connect to your profile.

If you are not in the system yet, simply fill in the blanks to create your profile.

Once logged in you will be able to adjust your giving amount, what fund you are giving to, frequency, and bank account information.

The screenshot shows a web form for creating a profile on the Community Heights website. The form is titled "Give" and includes the following sections:

- Give:** A dropdown menu for the currency (set to "\$") and a dropdown menu for the fund (set to "General Fund"). Below the fund dropdown is the text: "This discretionary money can be used where it's needed most." A button labeled "+ Add donation" is located to the right of the fund dropdown.
- Frequency:** A dropdown menu set to "One time".
- My information:** A section with a profile picture (SH) and the name "Sarah Hanssen" and email address "sarah@communityheights.org". A button labeled "My Giving" is located to the right of the profile information.
- Select payment method:** Two options: "Add bank account" and "Add debit/credit card", each with a right-pointing arrow.