

The Orchard Online – Online Giving

the orchard online
The Orchard Evangelical Free Church

Home Registrations **Online Giving** Personal Profile Site Settings

WELCOME TO ONLINE GIVING!

If you could be an explanation of why this process is secure and will not make your personal information vulnerable to theft in any other type of means, begin pointing at the top part of the screen.

The Orchard gives you the ability to make a secure online contribution to your organization via a direct debit from your bank account or via credit card. To make a contribution, simply click on the "Start" button below, then follow the easy step-by-step instructions. During each step of the process, you will be given the opportunity to cancel. Please note: The Orchard is charged approximately 2% for gift processing via credit card.

Please verify your e-mail address before continuing.

Your Email Address Here

BACK START CANCEL

1 From the "Giving" tab, you can securely contribute to The Orchard using a checking/savings account or debit/credit card.

Begin by confirming your email address.

Note: This is the email address the system will use to send a record of your online giving transactions.

Click "Start."

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CHOOSE PAYMENT TYPE

Please select payment type:

Checking / Savings Account

Credit Card Account

Current recurring payments
To recurring payments business:
To proceed to the next step of the process, click the "Next" button.
To cancel the process of making a contribution, click the "Cancel" button.

BACK NEXT CANCEL

2 Choose whether you will be giving via your checking/savings account or a debit/credit card. Once you have made your selection click "Next."

Note: If you have previously set up any recurring payments, you will be able to see and edit the details under "Current recurring payments" on this screen.

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PROVIDE AMOUNT, PURPOSE, AND FREQUENCY

Next, choose the frequency of this gift and, next to the purpose, the amount you want to give to that purpose.

Frequency: One-time gift

Purpose:

1. General Fund:

2. Double Impact:

3. Benevolent Fund:

TOTAL:

Memo:

BACK NEXT CANCEL

3 Choose a gift frequency – one-time gift, weekly, bi-weekly, monthly or quarterly.

Next, use the tab key to move to General Fund, Double Impact, and/or Benevolent Fund and enter an amount in the box for those to which you want to give. Click "Next."

Note: If you choose a frequency other than "one-time gift," the designated amount will be automatically withdrawn/charged based on the chosen frequency.

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REVIEW AND CONFIRM CONTRIBUTION INFORMATION

Please review the summary below to make sure all the information you have entered is correct.

Contribution Summary	
By Month	
Payment(s):	1. General Fund: \$50.00
	2. Double Impact: \$50.00
	3. Special Fund: \$50.00
Total Amount:	\$150.00

To make or change the information you entered in a previous step, click the "Back" button.
To cancel the process of making a contribution, click the "Cancel" button.
To continue processing the contribution, click the "Next" button.
You will then be redirected to a secure Payment Data Systems site.
For more information about the website, click [here](#).

Back Next Cancel

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Review the Contribution Summary screen. If you spot a mistake, click the "Back" button on the screen to make corrections before continuing.

When you have verified the information, click "Next" and you will be redirected to our secure payment site to enter your bank account/credit card information.

PAYMENT
Data Systems
The Orchard

First Name:
Last Name:
Payment Method:
Routing Number: ?
Account Number:

Next >> Cancel

PAYMENT **pci** **VISA** **MasterCard** **Discover**

5

At our secure payment site, enter details for your checking/savings account or debit/credit card.

If contributing from your Checking Account, enter the Routing Number and Account Number from your check.

The Orchard

Amount:

First Name:

Last Name:

Payment Method:

Address:

City: State:

Zip:

Card Type:

Credit Card Number:

Expiration Date: /

Card Verification Number: ?

Next >> Cancel

If contributing with a credit card, be sure the address you enter matches the billing address for your card.

Click "Next" when finished.



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The Orchard

Please confirm the payment information and click the Submit button.

Amount: [REDACTED]

First Name: [REDACTED]
Last Name: [REDACTED]
Address: [REDACTED]

City: [REDACTED]
Zip: [REDACTED]

Card Type: [REDACTED]
Credit Card Number: [REDACTED]
Expiration Date: [REDACTED]

6 Verify that the information you entered is correct. If you spot a mistake click "Edit" to make the appropriate changes.

When finished click "Submit."

One-time gift successfully received!

Transaction Number: 080713085616405
Transaction Date: 7/13/2008

Contribution Amount: [REDACTED]
Contribution Purpose: General Fund [REDACTED]

7 Print this screen for a record of your contribution.

You will also receive an email for your records from ShelbyWEBVIEW@shelbyinc.com.

Note: A record of your online gift will not immediately show up in your contribution records on the "Contribution History" tab. Typically, it will take a day or two for this information to be available in your contribution information.