



Text Giving

* Donations processed through Text Giving incur a fee of 3% fee per transaction.

TO REGISTER FOR TEXT GIVING:

- Text the word **GIVE** to **1-507-800-0250**.
- Click the link for one-time registration.
- Click **SIGN IN**.
- Scroll to bottom and click **REGISTER FOR AN ACCOUNT**.
- Complete contact information and click **REGISTER**.
- Enter the secure PIN that the system texts you.

On the Donation Screen:

Enter the following information

- Select the Fund (General or Elder)
- Enter the Donation Amount
- You can make the gift recurring by checking the box below the amount.

For a Recurring Gift, after scroll down to complete the following information:

- *Frequency desired (Weekly, Bi-Weekly, Monthly, Twice a Month, Quarterly or Annually).*
- *You may choose number of times to give; your donations will automatically stop after that number has been reached.*
- *Choose a start date; for the Twice a Month option, you must choose a second start date for the second donation in each month.*

Scroll down to complete the following information:

- Choose Payment Type (ACH/check or Debit/Credit)
- Complete the Payment/Billing Information sections.
- Click **SAVE ACCOUNT** to keep your payment information securely saved for future gifts. (If you choose the recurring option, the "Save Card" is automatically checked.)
- Click **SUBMIT** your transaction is complete!

NOTE: If you choose ACH/Check, you will be asked for your bank routing number and checking account number. You can easily distinguish your routing number because it's usually the bottom left or middle set of numbers enclosed in a pair of identical symbols (□123456789).

TO TEXT A DONATION AFTER THE INITIAL REGISTRATION:

Once you have registered, you are able to give immediately without having to re-enter any of your information.

- Text the word **GIVE** to **1-507-800-0250** and follow the instructions. **OR**
- Text the desired amount and the fund keyword to the LEFC's text giving number (1-507-800-0250). Ex: 250 General for \$250.00 to the General fund.

Other Text Commands

- **EDIT** – Make changes to your giving account and update contact information and/or update payment information.
- **REFUND** – Refund your last gift. You must text "REFUND" within 15 minutes to refund the gift. If you realized the mistake after 15 minutes, contact the church or organization you are giving to for a refund.
- **KEYWORD** – See a list of active keywords. Keywords are the fund names that the church has set up.

Questions? Contact Jodi Vogel, Bookkeeper or Sharilyn Hop, Treasurer at
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