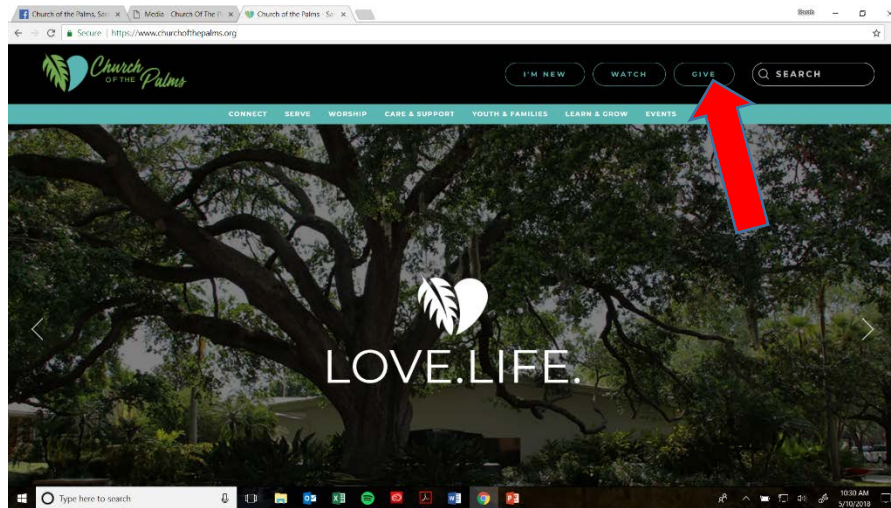




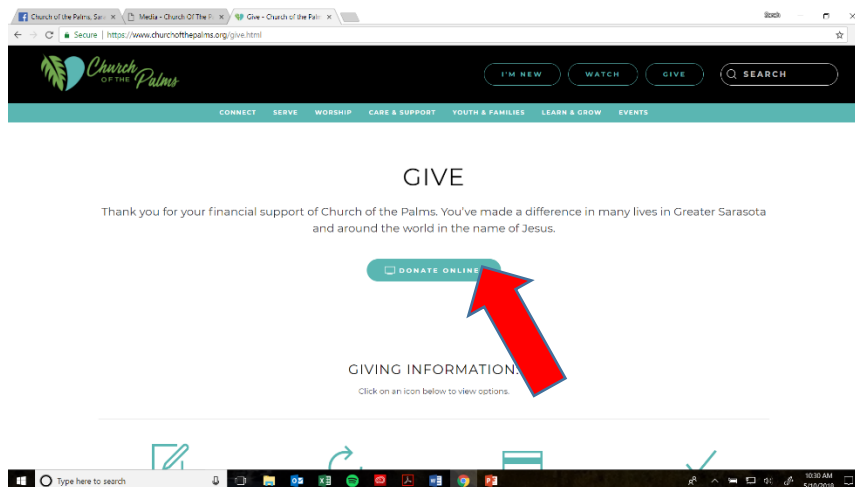
## DIRECTIONS FOR GIVING ONLINE\_CHANGING PERSONAL INFORMATION

If for some reason you need to edit your credit card information for scheduled giving, please follow the steps shown below.

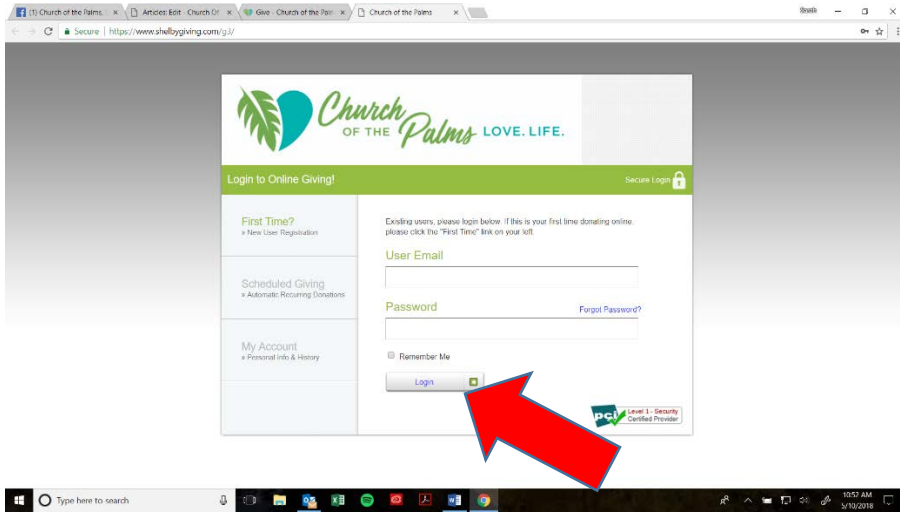
1. Go to [www.churchofthepalms.org](http://www.churchofthepalms.org)
  - a. Select "GIVE" from menu in the upper right hand corner. This will take you to a new page.



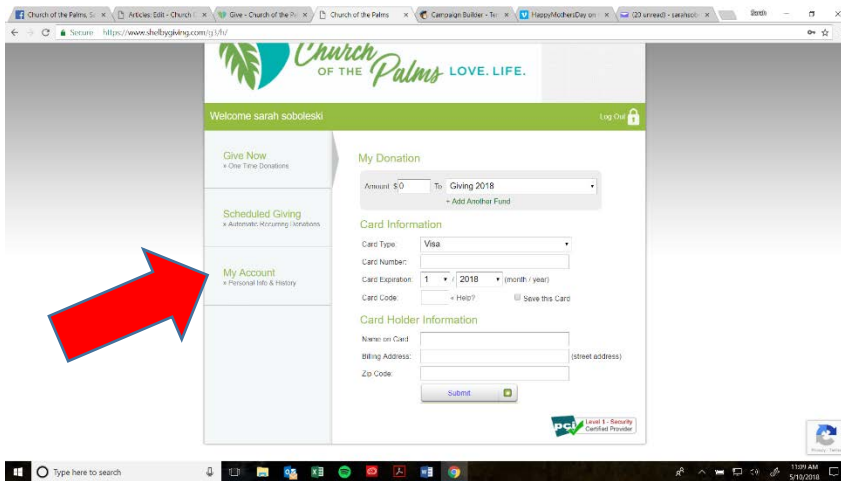
2. Click on the blue DONATE ONLINE button. This will take you to Shelby Giving.



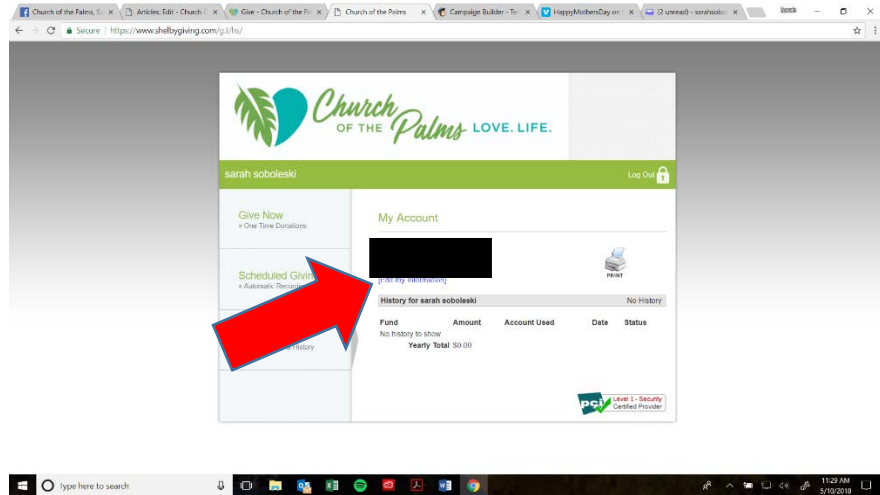
3. Log-in as an EXISTING USER.



4. You will be taken to MY DONATION screen. Click on MY ACCOUNT in the column on the right hand side.



5. Once on the MY ACCOUNT page, click on edit my information.



- You can now EDIT MY ACCOUNT. You can click on change password, to update your password. Please note, if you change your email address, your username will automatically change and you will need to use the new email address the next time you log-in. Once your information is updated, click submit.

