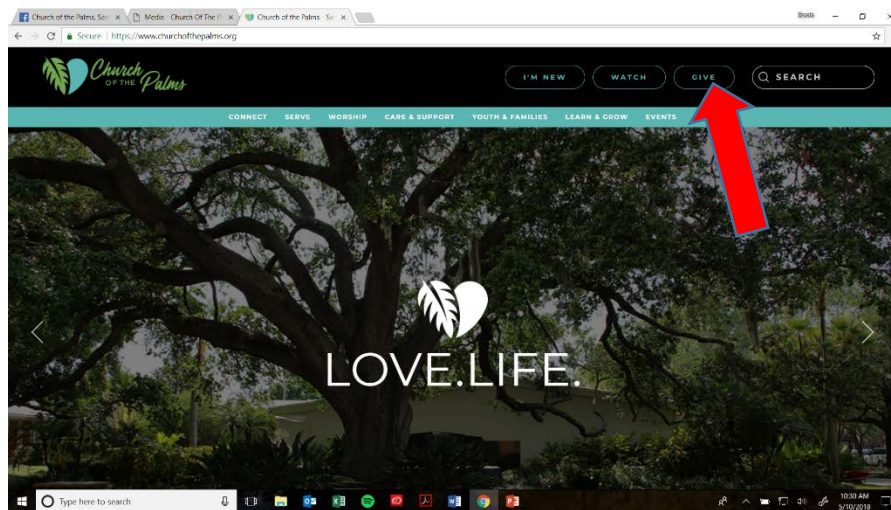




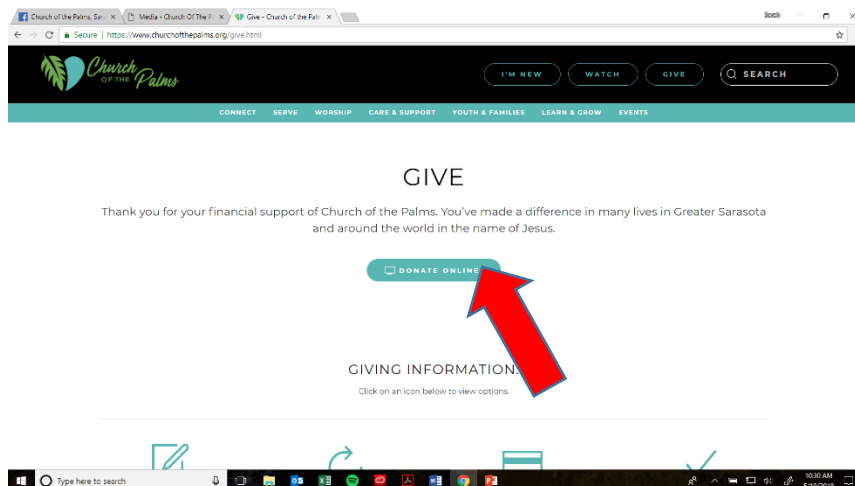
DIRECTIONS FOR GIVING ONLINE_ONE-TIME

Shelby Giving: Church of the Palms uses a secure online payment service called Shelby Giving to process electronic donation payments via credit card. The following steps will help you set up a one-time donation.

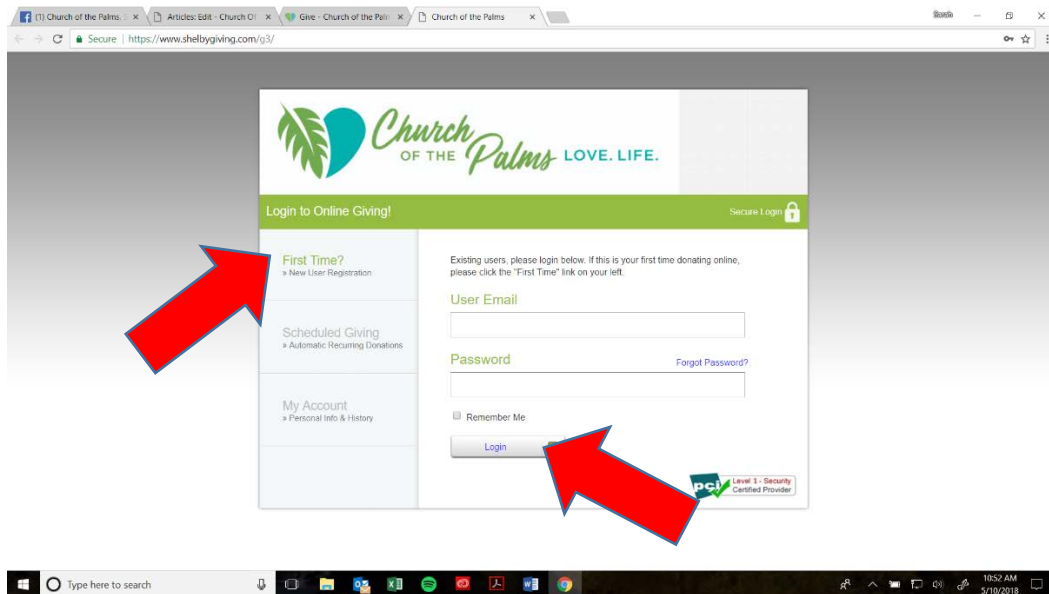
1. Go to www.churchofthepalms.org
 - a. Select "GIVE" from menu in the upper right hand corner. This will take you to a new page.



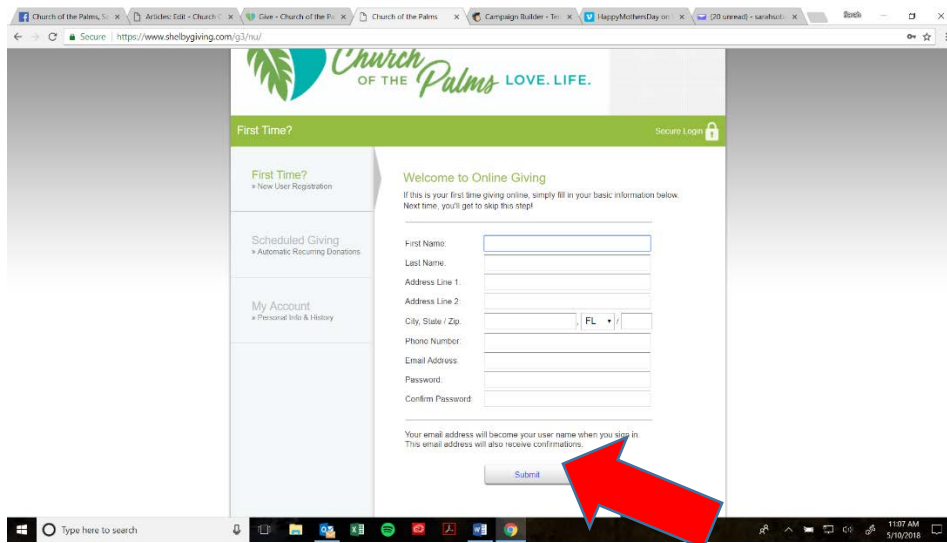
2. Click on the blue DONATE ONLINE button. This will take you to Shelby Giving.



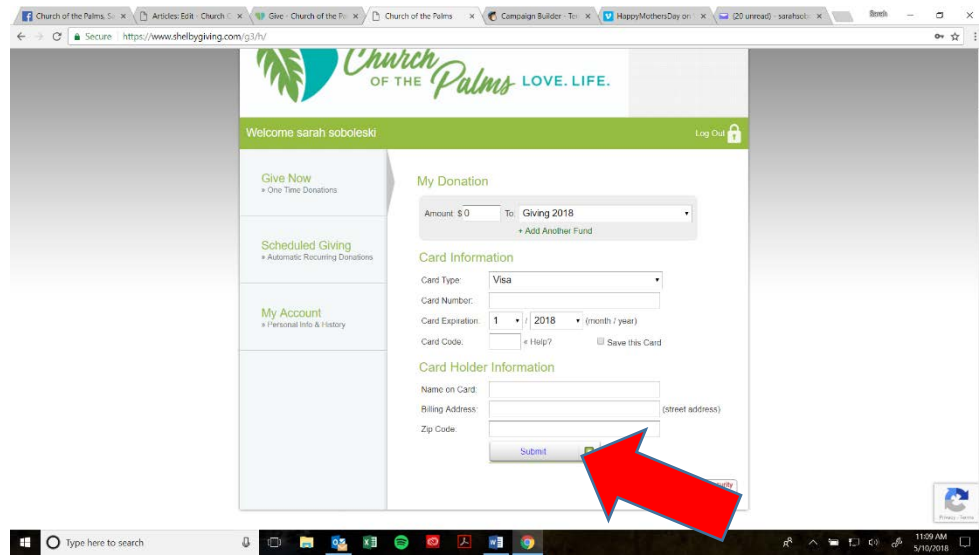
3. Once there, you can log-in as an EXISTING USER or if this is **your first time**, create a NEW USER REGISTRATION by clicking on First Time.



4. First time users are prompted to enter their personal information. Your email address will become your username. Click Submit.



5. You will be taken to a screen where you can enter the amount you want to give. You can also select the fund to which the donation should be applied (for example, the Palms Center or 2018 Giving.) Enter your card information and cardholder information and once you've verified the completed information, click submit.



6. You will receive verification that the transaction has been completed. You may print a copy of this confirmation for your records. You will also receive an email receipt.