

TITHELY RECURRING GIVING INSTRUCTIONS

1. FIRST-TIME SETTING UP A RECURRING GIFT THROUGH TITHELY:

- Visit: <https://www.tlcventura.org/give>
- Fill in the amount you would like to give monthly.
- Check the Recurring Giving box and choose the frequency of the gift
- Fill in your information and payment information (something to consider: TLC incurs less fees if you choose to withdraw from your bank account vs. credit card)
- Check the Remember Me box and choose a password and pin (be sure to save this information as you will need it in the future)

And that's it! You can check your giving and account by visiting https://tithe.ly/give_new/www/#/tithe.ly/give

2. UPDATING YOUR MONTHLY GIVING ON TITHELY:

In order to change your recurring gift amount, you will need to cancel your existing recurring gift and then set up a new recurring gift.

- Visit https://tithe.ly/give_new/www/#/tithe.ly/give
- Enter the email you used to set up your account
- Enter your Pin Number (if you forgot your pin, click "forgot my pin" and follow instructions to reset)
- Click on the "Automated" Icon on the bottom of the webpage
- Click on the red trashcan next to the gift you wish to cancel
- Then, Visit: <https://www.tlcventura.org/give> and follow instructions from "First-Time Setting Up" above