



## ► INSTRUCTIONS ◀

Giving of your tithes and offering from your Android, iPhone, or iPad device. A link is also posted on the church website: [www.njbckingdom.com](http://www.njbckingdom.com) for individuals who choose to access from your computers.

### **To Get Started: Download the Givelify Mobile Giving App**

To use Givelify for the first time, you'll need to download the app. If you're on an iPhone or iPad, go to the **App Store** to download Givelify to your device. For Android devices, visit the **Google Play Store**.

Search for "Givelify Mobile Giving" and then tap **Install or Get**. Once downloading is complete, tap **Open** and you're ready to go.

### **Creating An Account**

To complete your first online gift, you will need to create an account. Follow these steps:

1. On the welcome screen, choose the option to **Join Givelify**.
2. If you would like to sign up using your Facebook account info, just click Sign up with Facebook.
3. To sign up using your Email: Enter your name, e-mail address and password into the spaces provided.
  - a) Check the "I'm not a robot" verification box *(if prompted to do so)*
  - b) Tap the blue **Join Givelify** button.

An email will be sent to the address you provided with an activation link. To activate your account, click on the link within your email.

Now you have created your account and are able to use Givelify for your giving.

### **Locating the Organization**

Open the mobile app Givelify - Click on "Find Your Place of Worship" button. In the search box above, type in: New Jerusalem Baptist Church and verify church address. *(You should see two giving hands holding a heart to the left-It should show a dark blue shade)* Click on the church name.

This takes you to the church giving site.

### **To make your donation**

1. At the bottom of your church's profile, tap **Give** button.
2. Choose from one of the pre-set donation amounts or tap **Other** to enter your own.
3. Choose from one of the giving envelopes your church has set up. (ie: Offering, Tithes, Building Fund, Missionary..etc.)
4. Tap **Give Now** at the bottom of the screen to complete your donation

The first time you reach this section, it will ask you to setup your payment information.

## **Adding Your Payment Information**

You will need to enter your Credit or Debit card information to make donations. You will only need to do this once unless you change cards or information has changed.

Enter the credit or debit card number, expiration date, and the CVV code (the three-digit code on the back of your card). You also need to provide the billing name and address.

Once you've entered in your payment information, tap **Give** and your donation is complete. You will be sent an email of your giving. *(The giving information is also saved in your history section within the App)*

From this point forward, you won't have to log in *(provided you physical don't logout of the app)* or enter your card information to make donations. You can just tap the name of your church and give.

Plus, your church is automatically saved in your **Favorites** so you don't need to search for it again.

If you wish to log out the app completely:

- 1) Tap on Profile at the bottom
- 2) Tap on Profile Details
- 3) Scroll to the bottom of page and Click **Sign Out**

**You'll have to login again to make your donation**

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## **Using a computer or laptop for Giving**

Go to the website: [www.njbckingdom.com](http://www.njbckingdom.com)

Scroll down until you see the orange square button Givelify.

Click on the Givelify to start your giving. *(For some smartphone users, you may have to rotate your screen for this feature to work properly)*



## **Safety & Security Statement**

Givelify goes above and beyond to safeguard all personal and payment information. We use industry-reviewed, military-grade encryption standards to protect all confidential and sensitive data at point of collection, during transmission and while at rest.

Givelify delivers state-of-the-art, PCI Data Security Standard (PCI-DSS)-Compliant payment processing. All information is automatically encrypted. (For additional information about Givelify security, visit <https://www.givelify.com/about/security/>)