

Memorial Lutheran Church  
Electronic Giving

Memorial Lutheran Church is pleased to offer a new electronic giving feature from the church web site. Here are answers to some questions you may have about giving electronically.

Q: How do I give electronically?

A: For a one-time contribution, go to the church web site at [www.mlckaty.com](http://www.mlckaty.com) and click on the Worship and Studies tab. Scroll to the bottom of the page and click on the Donate link. From there you will find the contribution form which appears on the back of this page.

To set up a recurring contribution, see the instructions on the back of this page for setting up recurring contributions.

Q: By what means can I give electronically?

A: You may give by credit/debit card or by ACH bank transfer. Select the desired option at the top of the online giving form.

Q: Can I give to different church activities?

A: Initially, only the General Fund and the Rise Up and Build Funds will be available for contributions. Later, additional funds and activities will be added.

Q: Does all of my contribution go to the church?

A: Yes, your giving records will reflect the total amount you contributed to the church, however there is a transaction fee associated with online giving. This fee will be paid for by the church just like any other General Fund expense the church incurs. For credit/debit card, the fee is 2.9% plus 30 cents. So a \$100 contribution would have a fee of \$3.20 and would net MLC \$96.80.

Q: How are electronic contributions tied to regular contributions? Do I need my envelope number?

A: Electronic contributions are tied to your regular contribution by your name. You do not need your envelope number.

Q: Is text-to-give an option?

A: No, not at this time. The system we use supports text-to-give, and this feature may be added in the future.

Q: Is giving by credit card really "giving"?

A: Great question! We strongly encourage everyone to manage their credit accounts in good faith to ensure their giving is consistent with first fruits giving.

Q: I gave electronically, so what do I do when the offering plate goes by?

A: If you wish, you may indicate on your attendance card that you have made a donation electronically.

Q: Are there any other options for giving electronically?

A: Yes, members may also give with their bank's online bill pay feature, directing the payment to the church with their envelope number. Steps for doing this are specific to each bank's web site and bill pay service. Transaction fees will depend on the bank being used, but most banks have no fee for this service.

## Memorial Lutheran Church Electronic Contribution Form

The screenshot shows a web form for making an electronic contribution. At the top, it says "I'd like to give \$" followed by a text box containing "xx.xx". To the right is a dropdown menu labeled "by Credit/De" and another dropdown menu labeled "to General Fund". Below these is a link that says "add gift to another fund". The form then has several input fields: "card number", "mm" (month), "yyyy" (year), and "cvc" (security code). Below these are "name on card" and "email address". Further down are "street address", "city", "state" (dropdown), and "zip". At the bottom of the form is a dropdown menu labeled "one time gift" and a green button labeled "Donate Now".

Callout 1: Select the fund to which you'd like to contribute.

Callout 2: Select "one time gift" (the default option).

Q: Can I set up a recurring contribution?

A: Yes. To do so, we recommend setting up an account in Breeze, our payment service provider. Visit the church web site at [www.mlckaty.com](http://www.mlckaty.com) and click on the Worship and Studies tab. Scroll to the bottom of the page and click on the Setup Online Giving Link. This will allow you to set up an account within Breeze so you can maintain your electronic giving details as well as monitor your total annual contributions made to the church. Here are the steps you will follow from this link:

1. You will be asked to enter your name and email address. These entries must match what is set up for you in the system. You can reference your latest copy of the directory to make sure you enter these correctly. If a correct match is found, you will receive a message stating that your profile was found and an invitation email has been sent to your address.
2. Check your email for the account setup invitation from Breeze. Click the "Create Account" button or the link displayed in the email. You will be taken to a "Create User" form.
3. Enter a username, your password, and a password confirmation in the fields provided. Click the "Create User" button.
4. Next you will receive a message stating that your account has been created successfully. Click the "Log In" button to proceed to log in to Breeze.
5. Once you log in to Breeze, click the "Give Now" tab in the upper right corner, then click the "Recurring Gifts" item in the left hand column. Click the "+ New Gift" button in the upper right corner to add a new recurring gift. This form looks similar to the one at the top of this page.

Q: I don't plan to give electronically. Can I view my contributions in Breeze?

A: Yes. Follow the steps outlined in the recurring contribution instructions above to set up an account in Breeze. After you have created your account and logged in, click the "Giving" item in the left hand column to view your contributions.

Q: What is the address for the MLC Katy Breeze portal?

A: The address is <https://mlckaty.breezechms.com>