

## LINKING A BANK ACCOUNT (OR CC) IN CHURCH CENTER

How to link your bank account to the online giving platform for Canby Alliance Church:

Click or copy/paste this link to get to the giving page on the website:

<https://canbyalliancechurch.churchcenter.com/giving>

- Choose the amount you want to give and to which fund using the drop-down menus.
- Choose frequency of donation, Enter your email address and name, Hit the 'continue' button.
- To add a bank account, you will need to create a login for the "church center" giving website.
- You do this by clicking on the little green sentence that says "[Log in to access saved payment methods or add a bank account](#)" which is below the words "Select Payment Method". The green sentence itself is a clickable link, so hover your cursor/mouse over that sentence and click on it.
- You will then be taken to a screen where your email address is already entered (from the previous place you entered it).
- Click 'continue', and this will prompt the program to send an access code to that email.
- Now go to that email inbox and look for the message that has been sent which contains the code.
- The email will say it is from Canby Alliance Church and it will contain a six-digit code.
- Go back to the church center/giving screen where you are creating your login and enter that specific six-digit code there.
- You will then see "let's get you logged in" and you just click the 'login' button.
- Enter your mobile phone number in the next screen where you are prompted.
- Now you enter your giving amount and frequency again.
- And toward the bottom, under "select payment method", choose 'Add Payment Method'.
- A smaller screen will pop up, asking for you to enter either your credit card information or your bank account information.
- It will default to credit card, so if you want to add a bank account, you will need to click on the box near the top that says "US Bank Account".
- If you see your bank listed, click it. If you do not, you will need to search for it by entering the name of the bank in the search box (with the magnifying glass).
- (For example, I wanted to search for Umpqua Bank, so I typed in "Ump" and it came up as an option after just typing in those three letters.)
- When you see your bank, click on it. Say 'agree and continue'.
- Next you need to log in to your bank (your online bank account).
- Say 'continue' and it will take you to your bank's individualized login, which is where you will enter your bank information which will link your account to the giving platform for the automatic giving.

These steps will likely vary by bank, so personalized info is hard to provide for these steps, but hopefully once you get to this point it will be somewhat easy to navigate!