



The **convenience** of Online Giving!!

Fast & Easy!

Q. What is Online Giving (EFT)?

Online Giving or Electronic Funds Transfer (EFT) is the term used to describe automatic methods for making parish contributions without the need to write checks, carry cash or prepare envelopes.

Q. I believe that giving in church is an act of worship. Doesn't online giving take away from this significance?

Online Giving is a more efficient method for you to provide your financial support to our parish. It provides for better use of parish resources since the ministry will spend less time & money counting & depositing the offering. It is also a convenience to you since you can transfer your giving directly from your bank account to the church's account according to whatever schedule is most convenient to you and it makes it easy to fulfill stewardship commitments even when you can't attend Mass.

Q. What if I try Online Giving and don't like it?

You can cancel your authorization at any time by deleting your bank account information along with your recurring payment. Your contributions will stop immediately.

Q. Is Online Giving risky?

It is certainly less risky than writing checks or carrying cash to church. Electronic contributions cannot be lost, stolen or destroyed and electronic transactions have an extremely high rate of accuracy.

Q. Are parish envelopes going away and are we being forced to use this program?

ABSOLUTELY NOT! Online giving is an OPTION. All parishioners will still be supplied envelopes. If you choose the benefits of Online Giving, the offertory envelopes can still be used for Mass attendance by simply marking the box "We Give Electronically" (printed on envelopes starting September 1st).

Q. What if I change bank accounts?

Simply login and update your bank account information. You can add more accounts, delete existing accounts or make changes. You can change the amount of your giving or the frequency at any time.

Q. How do I get started?

You can log on to www.lourdesboca.org, the website for Our Lady of Lourdes Church, and click the ONLINE GIVING box starting September 1st. Complete the online registration form and select the contribution and the amount you would like to donate along with your bank account information.

It's that easy!



ONLINE GIVING

Brief Directions
(Best used in front of computer)



Any questions or assistance with setting up your account,
please call Charlie McCarthy at (561) 483-2440 x1418

Start by logging on to www.lourdesboca.org, our church's website & click on ONLINE GIVING box.

You will then see the Login screen with three choices:

- **Existing User Login:** where (AFTER you have initially created an account) you will login to make changes, additions, or deletions to your donation schedule.
- **Create an Account:** Use this the FIRST time you enter the system to setup a username, password, banking information, and donation information including a schedule, whether it is a one-time donation or regularly occurring donation.
- **Pay without Registration:** If you use this section, none of your information will be saved and you will have to reenter it again in order to donate the next time.

(An email address is required for all online donations, your email address will become your User Name if you create an account. Emails are used only for transaction confirmations and password recovery and are never sold or shared.)

Select **Create an Account**, you will next see a screen titled: **New User Registration**. This screen should be self-explanatory if you follow the on-screen directions. When you have completed the blanks, click on the area marked as [Create Account]. You should then see a screen that says "Registration Successful" and you should click on the area marked as [Proceed]. The next screen lists these options:

- **Online Giving**
- **Payment Schedule**
- **Payment History**
- **Account Details**
- **Personal Details**

Select **Online Giving**, then you will select one of the 3-types of donations under the drop-down menu labeled **Funds**: Your choices here include the following types of donations:

1. **Offertory Stewardship** (1st Collection)
2. **Christ's Poor & Hungry/Lourdes Outreach** (2nd collection: monthly)
3. **Special Collections** (please select one of the 3 drop-down choices below)
 - (A) **Parish Maintenance** (Quarterly)
 - (B) **All other 2nd Collections**
 - (C) **Holy Days** (not falling on a Sunday)

After selecting the type of donation, follow the on-screen prompts to set up how often you want to make the donation, in what amount, and from what bank account. A blank check will provide you with the information needed to set up your payment account.

After you have followed all the prompts for your donation, you will see a "Thank You" page confirming your donation and telling you that a receipt will be emailed to your email address. It will also enable you to **View/Print Receipt**, or **Setup more payment(s)**. You can also log out at this point.

Should you get lost at any point after you log in, clicking on **My Account** in the upper right area of the screen will send you back to the five options listed in #3 above.

Using the five options on your main page (described in #3 above) will let you make any changes you want as well as view the history of your payments, just follow the descriptions on the computer screen.