

To set up your online giving in Planning Center Giving, please follow this process:

1. Follow the link: <https://appletonalliance.churchcenter.com/giving>
2. You will see the default fund is "Dare2Move Campaign." This is our only fund. Enter an amount.
3. Select frequency. If you want to set up a recurring pattern, please select "regularly," then select the desired frequency.
4. Enter an email address to associate with your giving account.
5. Click "continue."
6. You will now be given the option to set up either a bank account or credit card number to associate with your account. *Please know that donating with a bank account saves on processing fees.*
Planning Center will need to verify your bank account using one of two methods:
 - a. Bank login (This method is instant, but only available for larger bank institutions.)
 - b. Micro-deposit verification (Requires 3-5 business days to complete. See email verification sample below.)
You will be offered the option to cover the processing fees. This will increase your contribution and offset the costs Appleton Alliance Church incurs.
7. Please check your bank or credit card statements to ensure that your intended giving pattern is correct and is not interrupted.
8. Once your bank account has been verified, you will want to verify that your recurring donation in Planning Center Giving is set up as you intended.

Here is a sample of the verification process email you'll receive if opting to give with a bank account:

Hi,

We've started the process of adding your bank account to your donor profile. Once your xxxx account ending in xxxx is verified, you'll be able to give by ACH.

What's next:

In 1-2 days, you'll get two small deposits from APPLETON ALLIANCE CHURCH, each less than \$1.

Once those deposits post to your account you'll return to our donation website and enter those amounts. Then your account will be verified and you'll be ready to donate! A few days later, our billing system will recoup those deposits in a single withdrawal. If you have any questions, please contact Annette Hablewitz at ahablewitz@aac.church call 920-931-1104.