

## To Pledge Online

- Go to [www.wbuuc.org/churchlife](http://www.wbuuc.org/churchlife) and log in
- Hover over “Home” tab and click on “My Profile” from the dropdown menu
- Click “My Pledge History” tab
- Click “Add Pledge” button

White Bear Unitarian Universalist Church

Welcome, Member Memberson

Home Directories Groups Events Giving Serving

My Profile My Giving History My Pledge History Print

Member Memberson

View Photo 9466 Knighton Road Woodbury, MN 55125 United States View Map 651-555-1234 member.memberson@gmail.com

Family Members Member Memberson

Total Given to Pledges in 2019 : \$0.00  
Remaining Balance: \$0.00

Add Pledge Give Online

Pledge Summary for 2019 This is NOT your official tax statement.

There are no pledges for the selected year.

Click [here](#) to request a change to an existing pledge.

On the next screen (see image below) you will need to fill in

- 1) Amount you would like to pledge
- 2) The name of the fund, which is: **2019-20 Operating Pl**
- 3) Frequency—choose how often you would like to pay the amount in number 1
- 4) The dates of the fund, which are **07/01/2019 until 06/30/2020**

Click “Save” button to submit your pledge OR, if you would like to set up a payment, click the “Save and Setup Online Gift” button.

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Add Pledge

Enter the Pledge information below

I pledge 360.00 to 2019-20 Operating Pl to be given One time

from 7/1/2019 until 6/30/2020 for a total pledge of \$360.00

Save Save and Setup Online Gift or Cancel


Once a pledge has been saved, it cannot be edited online.

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Enter how much you want to give.

Select the fund to which you would like to give from the dropdown menu. (Example: 2019-20 Operating PI)

Select the recurrence pattern you want to use, the day of the week you want to give on, and the dates you want to start and stop the gift (for the 2019-20 pledge year, this is 7/1/19 – 6/30/20). To select dates from a calendar, click .

**Important Note:** For recurring gifts, in the amount field, enter how much you want to give per month/week/etc. For example, if you pledge \$1200 for the year and wish to donate monthly, enter \$100 for the amount and then choose 'once a month' for the frequency. (If you enter the total pledge of \$1200 and choose monthly, it will charge you \$1200 per month.)

If you would like to gift to recur without an end date, into future pledge years, choose 'until I cancel.'

Select your payment method.

- If you have never entered a payment method, fill out the necessary information. The payment method you use will automatically be saved for future use. **Note: A digital receipt will be sent to the email you provide with your payment information. This can be different from the email associated with your Churchlife account.**
- If you have saved payment methods, click the drop-down menu and select which method you would like to use.

When you are done, click the green **Give** button at the bottom of the page (you may have to scroll down).

The **Receipt** page displays. A receipt has also been sent to the email you provided with the payment information.

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Contact Betsy Bance, Communications and Data Coordinator  
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