## How to set up OLMC's Online Shelby SurePay in 6 easy steps (with pictures!):

1. Go <u>HERE</u> and click on the "Sign In" at the top.



## 2. Click "Create One" at the bottom



3. Enter your information and click "Register"

4. DO NOT MAKE A DONATION NOW- Click on the down arrow next to the red circle in the top right corner and then click "My Account".

Give Now				TG 😎
				T G
-	GIVE NOW	RECURRING	HISTORY -	
				( <sup>1</sup> ) Sign Out

5. Click "Payment Methods" on the left side and then "+ Add Payment Method"

Give Now				
	GIVE NOW	RECURRING	HISTORY	
My Account				
Personal Info			 	
Churches		No saved p	payment methods	
Payment Methods Account Info		+ ADD P	AYMENT METHOD	
	Credit Card	ACH Bank Account		

6. Enter your account information **There are no fees with an ACH Bank account** (you'll need your account and routing numbers). Credit and debit cards will be charged an additional 3.5% for ALL CHARGES.

Then click "Save". And you're done!