



All Saints Lutheran Church



Instructions for Setting Up Automated Giving In Breeze

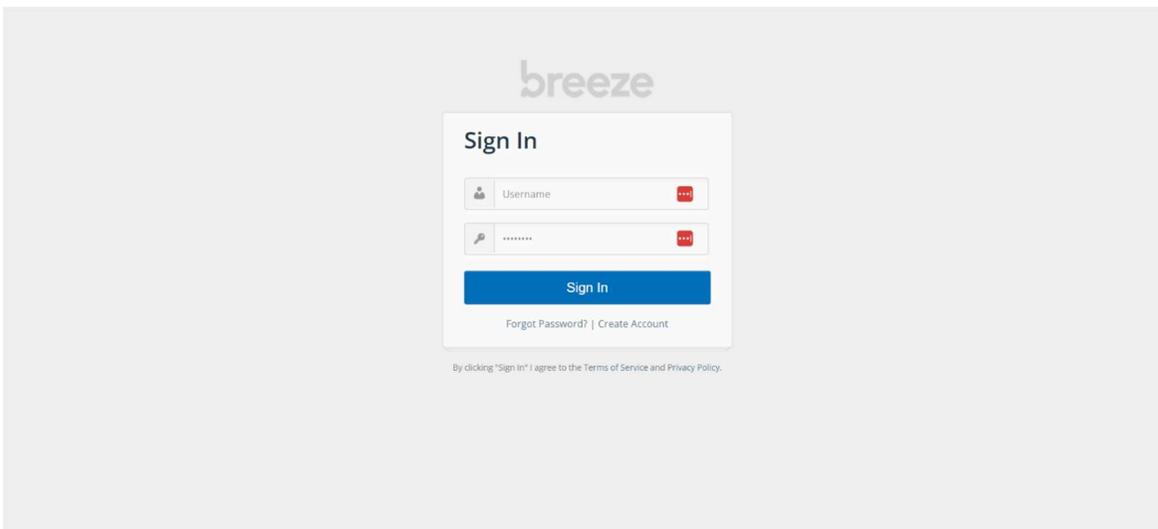
The instructions below will walk you through the process of setting up automated giving to All Saints Lutheran Church within the Breeze software that we use.

If you do not have a login to Breeze or need assistance with resetting your password, please reach out to our church secretary at office@aslcwales.org

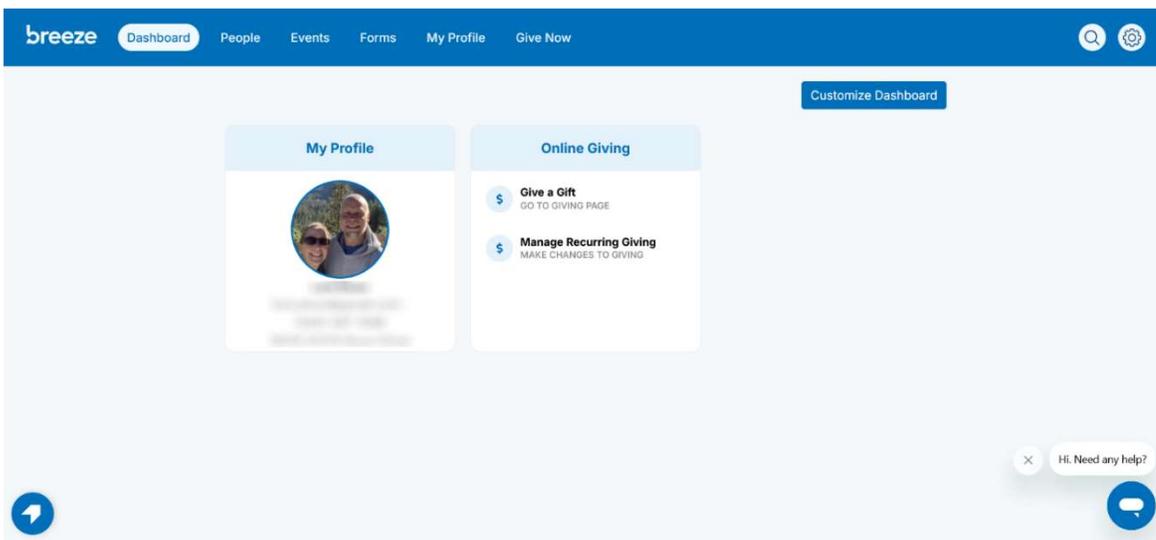
Automating Your Giving to All Saints Lutheran Church:

Login to the All Saints Portal within the Breeze Software at:

<https://allsaintswales.breezechms.com/login>



Once you are logged into the All Saints portal, you'll see the following:



Note that your page may look slightly different, but you will still be at the **“Dashboard”** page upon getting logged in.

Once logged in, click on the **“Give Now”** tab on the horizontal blue bar across the top:

breeze Dashboard People Events Forms My Profile Give Now

Give

Recurring Gifts

Payment Methods

Give to All Saints Lutheran Church

\$ 0.00

Give to General Fund
Add Gift to Another Fund

Give this One Time

Give by Credit/Debit Card

Continue

At this page, you will fill in the amount you want to give, the frequency of the gift (i.e. weekly, monthly, etc), and if you want to make your donation via credit card or ACH Bank Transfer from your checking account. Note that once you choose the frequency, an additional field will show up on the screen letting you choose a date to start your donation. Fill this start date in as well.

NOTE: For general giving related to your annual pledge, just leave the first drop-down as “Give to General Fund”.

Once you’ve entered these fields, click on **“Continue”**

breeze Dashboard People Giving Forms My Profile Give Now

Give

Recurring Gifts

Payment Methods

Give to All Saints Lutheran Church

\$100

Give to General Fund
Add Gift to Another Fund

Give this Monthly Starting Monday, January 6, 2025

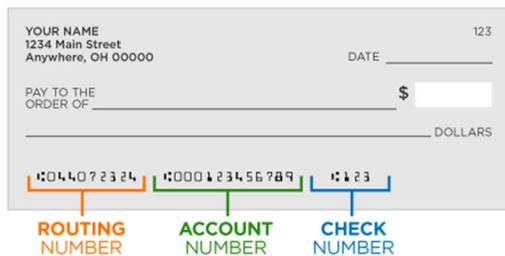
Give by New ACH Bank Transfer

Continue

IF YOU'VE CHOSEN ACH BANK TRANSFER, you'll see the following:

The screenshot shows the 'Give Now' form in the Breeze system. The navigation bar includes 'breeze', 'Dashboard', 'People', 'Giving', 'Forms', 'My Profile', and 'Give Now'. The left sidebar has 'Give', 'Recurring Gifts', and 'Payment Methods'. The main form area is titled 'Payment Information' and contains the following fields: 'Your Name' (with a red error icon), 'Email Address', 'Bank Routing Number', 'Bank Account Number', and 'Retype Bank Account Number'. Below these are 'Street Address', 'City', 'State' (dropdown), and 'Zip'. There is a 'Comments (optional)' field and a checkbox for 'Add \$1.26 to cover the processing fee'. A blue button labeled 'Give \$100.00' and a 'Back' link are at the bottom.

Fill in the fields, making special note that your bank routing number and bank account number match exactly to what is on your bank account. For checking accounts, you can find this information directly on your check – as shown below:



Complete the fields on this page and then click on the **“Give \$xxx.xx”** (indicating the amount of your recurring gift). You'll be redirected to the following page:

The screenshot shows the 'Thank You' page in the Breeze system. The navigation bar is the same as the previous page. The left sidebar is the same. The main content area has the heading 'Thank You' and the text 'Thanks for your gift! We've successfully received your contribution and deeply appreciate your generosity.' Below this is a blue button labeled 'Give Another Gift'.

Congratulations! You've successfully setup your recurring gift to All Saints Lutheran Church.

Thank you for your support of our church!

IF YOU'VE CHOSEN CREDIT/DEBIT CARD, you'll see the following:

The screenshot shows the 'Give Now' page on the Breeze website. The navigation bar includes 'breeze', 'Dashboard', 'People', 'Giving', 'Forms', 'My Profile', and 'Give Now'. The left sidebar has 'Give', 'Recurring Gifts', and 'Payment Methods'. The main content area is titled 'Payment Information' and contains the following fields: 'Your Name' and 'Email Address' (both with red eye icons for visibility), 'Card Number' (with a red eye icon and a 'link' icon), 'MM / YY', and 'CVC'. Below these are 'Street Address', 'City', 'State' (with a dropdown arrow), and 'Zip'. There is a 'Comments (optional)' field. A checkbox option reads 'Add \$3.30 to cover the processing fee' with a small 'i' icon, and a note below it says 'The fee would be \$1.26 for an ACH bank transfer.' At the bottom of the form is a large blue button labeled 'Give \$100.00' and a smaller 'Back' button. A footer note states: 'This secure site is powered by Breeze and is protected by reCAPTCHA. The Google Privacy Policy and Terms of Service apply.'

Complete the fields on this page and then click on the **“Give \$xxx.xx”** (indicating the amount of your recurring gift). You'll be redirected to the following page:

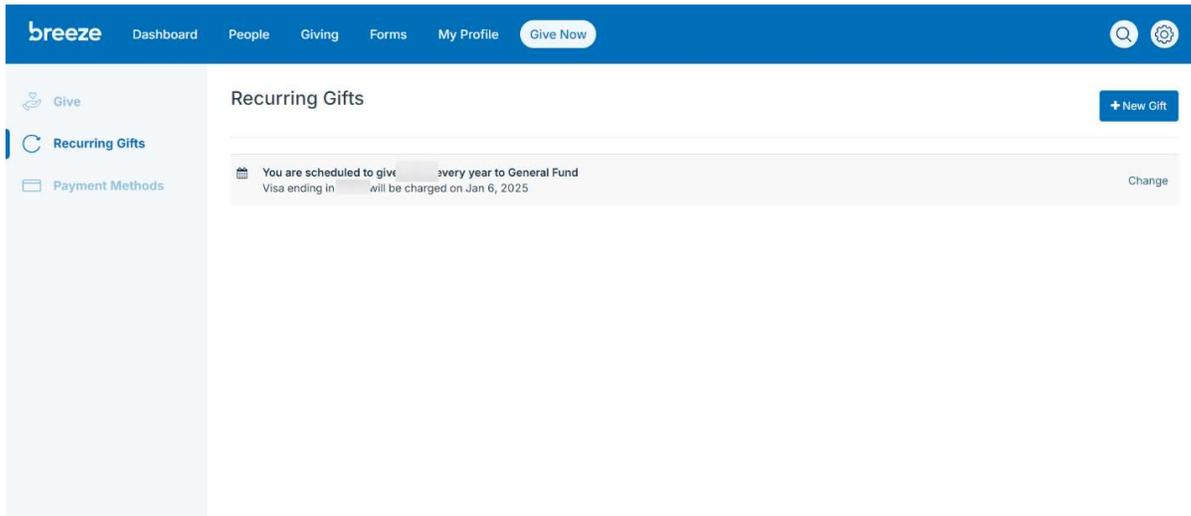
The screenshot shows the 'Thank You' page on the Breeze website. The navigation bar and sidebar are identical to the previous page. The main content area is titled 'Thank You' and contains the text: 'Thanks for your gift! We've successfully received your contribution and deeply appreciate your generosity.' Below this text is a large blue button labeled 'Give Another Gift'.

Congratulations! You've successfully setup your recurring gift to All Saints Lutheran Church.

Thank you for your support of our church!

To Review Your Automated Giving at Any Time:

Once logged into the All Saints portal, you can click the **“Give Now”** button in the horizontal bar and then choose **“Recurring Gifts”** from the vertical left-hand bar:



At this page, you'll see your recurring gift you've setup.

Questions on This Process?

If you have any questions on this process or need additional assistance in setting this up, please reach out to our Financial Secretary (Lance Ekum) at lance.ekum@gmail.com.