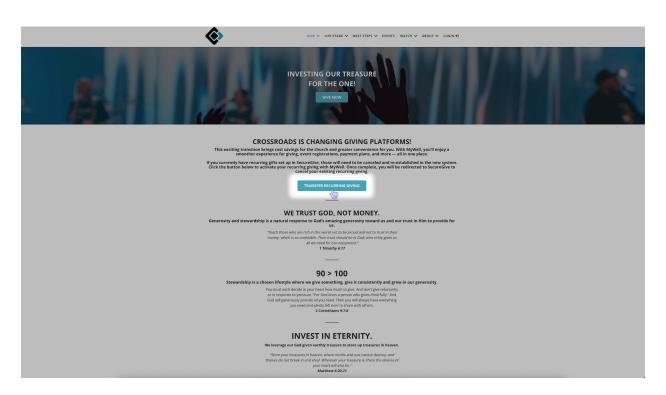
How-to Guide to Cancel Recurring Giving

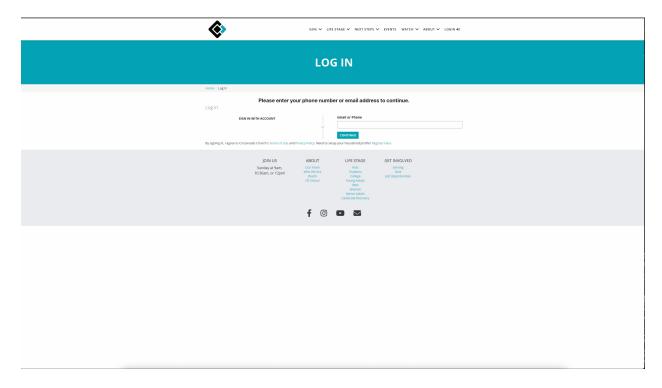
1. Go to crchurch.cc and navigate to the "Give" tab



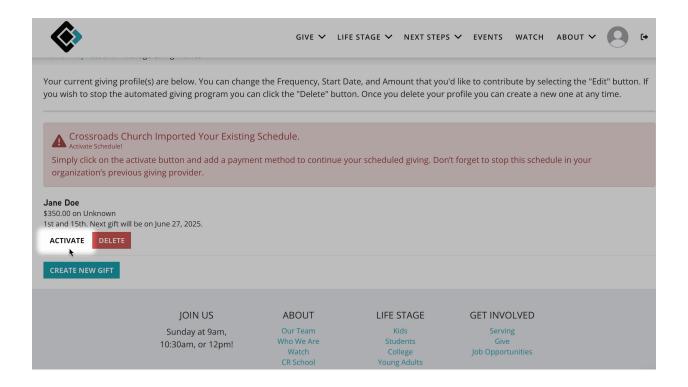
2. Select the "Transfer Recurring Giving" button



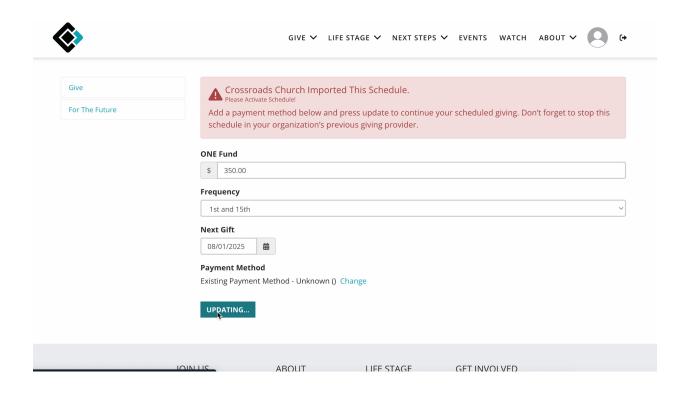
3. Log in to new profile account



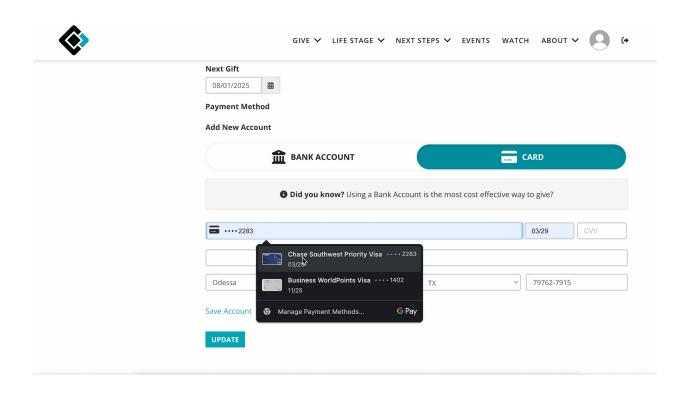
4. Select the "Activate" Button



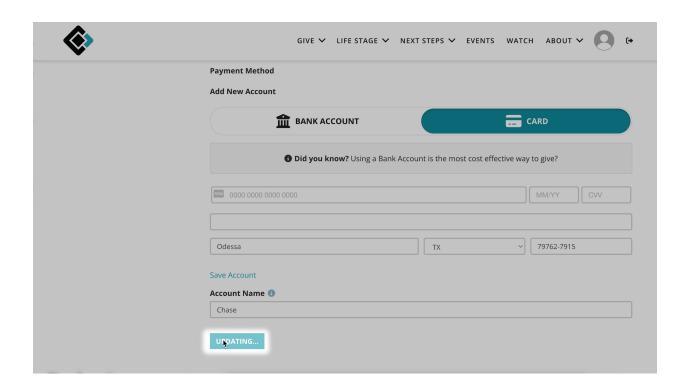
5. Here you can create a new giving schedule based on your previous contributions: Amount, Frequency, and Starting date



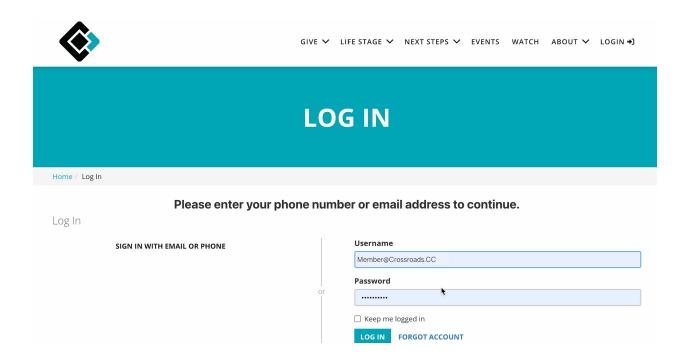
6. Update payment information



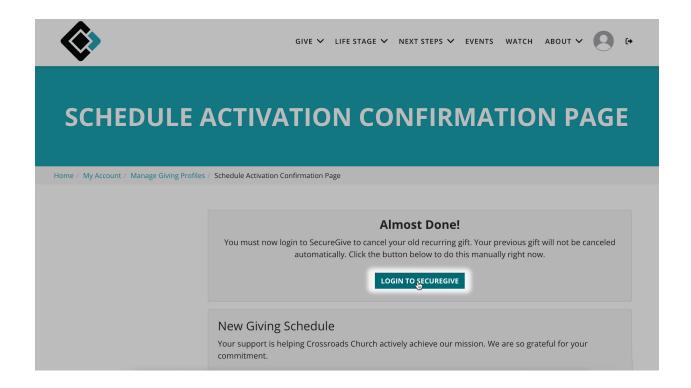
7. Select "Update"



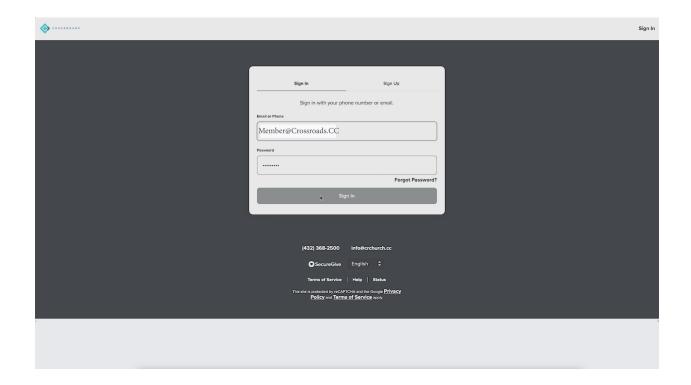
8. Log in again to your profile



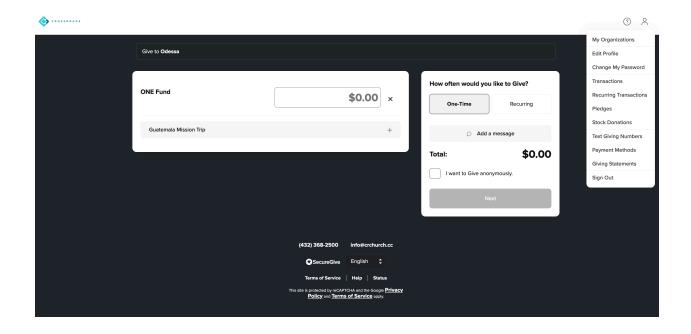
9. Select the link to begin the process of cancelling your old gifting account



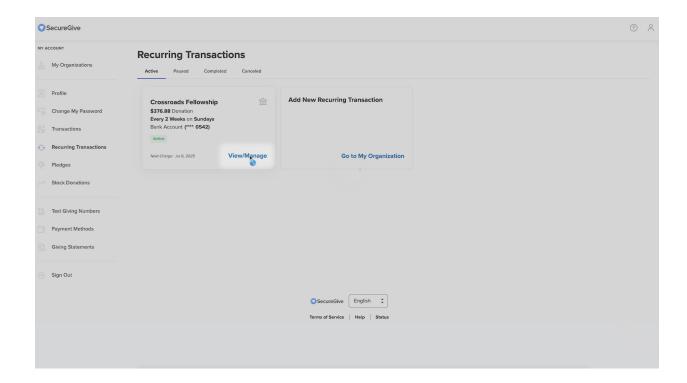
10. You are redirected to SecureGive and will need to login to your SecureGive account



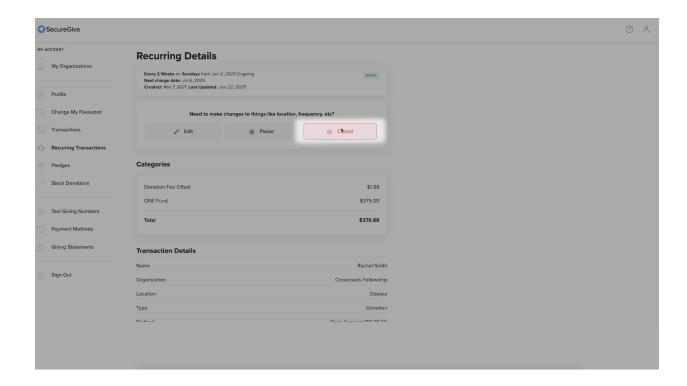
11. Go to the user icon located in the top right corner of the page and select "Recurring Transactions"



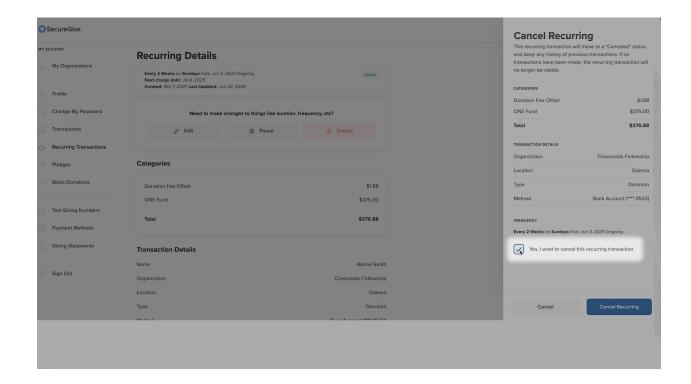
12. Select "View/Manage"



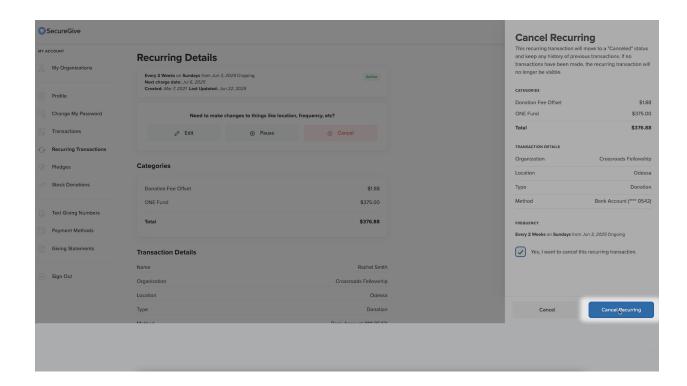
13. Select "Cancel" to cancel your old recurring gifting



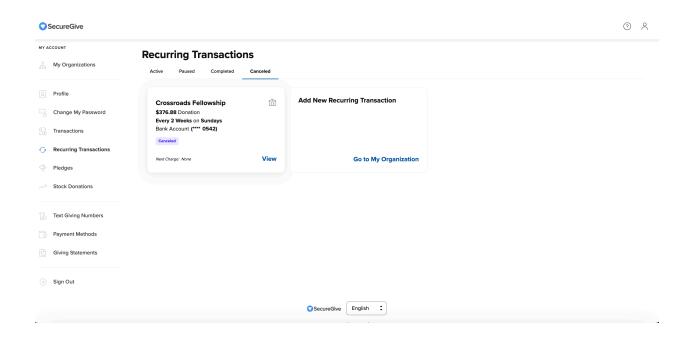
14. A pop up will appear allowing you to confirm your choice



15. After checking the box, select "Cancel Recurring"



16. To confirm go to "Cancelled" under the "Recurring Transactions" tab



If you need any assistance please reach out to Rachel at (432) 368-2500. As always thank you for supporting the mission and vision of Crossroads!