



Online Giving Instructions

The following instructions will guide you in making an online gift. If you have any questions, please contact Mandy Phillips (mphillips@plattewoodschurch.org or 816-741-2972).

1. If you already have a login start with step “e” below, except just enter your login information
2. For registration without a login
 - a. Go to www.plattewoodschurch.org/churchlink
 - b. Click the “Give a Gift Online”
 - c. You will be asked to login, click the “Click Here” below the login screen where it says “Need a login?”
 - d. Enter the information as requested.
 - e. Once you have entered, you will not be able to see your giving history until your first time registration is linked to your church information.
 - f. Enter a New Contribution by
 - i. Determining which fund you would like to give to
 - ii. Enter the Amount to give
 - iii. Enter any optional information if desired
 - iv. Click Add
 - v. Click Give
 - g. Enter your contact information and select payment type
 - i. Enter your Credit Card information
 - ii. Click Submit Payment
 - h. After submitting payment, you will view a receipt of your payment.

NOTE: Once you have registered for the first time, you will receive an email with a username and temporary password for ChurchLink. You can use this login information to access your profile on ChurchLink and for future registrations. When you are viewing the ChurchLink webpage, you can use the “returning users” link at the bottom of the page to enter the ChurchLink website.