

This document is intended for all persons planning on using the mobile version of the 'Giving' application for donations to King of Kings Lutheran Church.

For mobile devices (iPhone, iPad, Android phones or tablets):

- Download the 'Church Center App' from either the App Store (Apple) or Google Play Store (Android) using the camera on your mobile phone (only if QR code scan is activated):
 - Via the "Church Center App" for IOS (App Store), scan the QR code below:



- Via the "Church Center App" for Android (Google Play Store), scan the QR code below:



- Open the app on your device and search for King of Kings Lutheran Church. Use the address search for faster results at "145 US Route 46, Mountain Lakes, NJ".

Setup your 'Giving' profile for mobile access:

- Your 'Giving' profile will be created during the process of establishing your initial donation.
- Follow the prompts and enter the required information when requested.
- You will need to enter your first name, last name, email address or mobile phone number.
- Open the app and enter your mobile phone number or email address enabling you to be sent a 6-digit code as part of your verification.
- Enter the supplied 6-digit code received via text or email (depending on the which method was used for validation) in the required field of the application to complete the verification.
- Confirm your base profile creation (click on icon in upper right of screen).
- Click on the 'Give' icon at the bottom of the screen to continue establishing your 'Giving' profile.
- Continue with your initial donation to finish establishing your 'Giving' profile.
- You will also need the following information for establishing payment methods:
 - ACH Transfer:
 - Instant verification - online bank account information (username/password).
 - Manual verification - bank routing number and account number.
 - Debit/Credit Cards: debit/credit card number, expiration date, CVC, and zip code.
- Continue to set up your payment method for your donation and save to your profile.
- Multiple payment methods can be saved, but at least one must be.

HOW TO JOIN MOBILE 'GIVING'

- **We strongly encourage using a bank account as the payment source so that the ACH (bank transfer) option can be used since the cost of each transaction is only \$0.25.** Credit/Debit card payments are charged a 2.20% processing fee plus a \$0.30 transaction fee.
- Selecting the ACH transfer payment method will require verification of that payment method using one of the following methods:
 - Instant verification – performed by a service call 'Plaid' and is only available for some banks. Please note that the bank account username and password is **NOT** stored by Plaid (3rd-party verifier) and is only used to verify your account one time enabling it to be used by 'Giving'.
 - Manual verification – performed by entering bank routing and account information to enable the account to be used by 'Giving'.
- Selecting the debit/credit card payment method will not require verification and will be enabled by entering the card number, expiration date, CVC security code, and zip code.
- We also encourage donations where the fee is covered as part of the transaction to minimize the cost to King of Kings Lutheran Church. This is the one reason why we encourage using ACH (bank transfer) over Credit/Debit card payments.

Please refer to the following documentation link (<Ctrl> + click) to see how you can enable 'Giving':

[How to Give Online Using 'Giving'](#)

If you have any questions or issues, then please send an email with a brief description of the issue to help@kofkluther.com and we will respond within 24 hrs.