


Making Payments and Donations On-Line

Easy and Safe! (PCI Level 1 Compliance)

All types of payments and donations may be set up for the entire year in very few steps:

Go to: Holy Rosary <u>School</u> webpage (www.holyrosaryws.org)	OR	Go to: Holy Rosary <u>Parish</u> webpage (www.holyrosaryseattle.org)
<u>Listed under Quick Links</u>		<u>Listed on the Top Right-Hand Side</u>
Click on 		Click on "Giving"
Online payments		
Sign-in with your Email & Password If it's the first time for on-line payments: Create Profile		Sign-in with your Email & Password If it's the first time for on-line payments: Create Profile
Add Transaction		Add Transaction
Choose your payment or donation You may use your Checking or Savings Accounts only		Choose your payment or donation You may use your Checking, Savings or Credit Card
Examples: K-8 Registration K-8 Tuition Preschool Registration Preschool Tuition BASE Registration BASE Tuition Pizza Lunch Band Church Contribution* Scholarship Fund Endowment Fund		Examples: Church Contribution* Endowment Fund Capital Campaign Outreach Programs Flowers Faith Formation Classes BASE Tuition Annual Fund
Payment Frequency Whatever amount you have entered will occur: One Time Weekly Monthly Annually		Payment Frequency Whatever amount you have entered will occur: One Time Weekly Monthly Annually
Enter a Start Date The date the first transaction will be deducted		Enter a Start Date The date the first transaction will be deducted
Enter an End Date The date of the last transaction		Enter an End Date The date of the last transaction
Enter your Church ID# This is your Family's Envelope / ID #		Enter your Church ID# This is your Family's Envelope / ID #
Account (Checking or Savings)		Account (You may use Checking, Savings or your Credit Card for the examples above)
Review/Edit and then click Process		Review/Edit and then click Process
*Church Contribution: If you are already contributing through the Parish webpage, do not enter your contributions here or you may incur double deductions.		*Church Contribution: If you are already contributing through the School webpage, do not enter your contributions here or you may incur double deductions.

Please make note of your selections and save this document for future reference.