

## ***Paying Online via the GivePlus by Vanco***

1. Click the "Give Online" button
2. Select the Fund to which you want to give. (Example: Mass Mission, Annual Session, etc.)
3. Enter the amount that you will be giving
4. In the text box to the right, enter the group/ministry that you are representing. For example, If you are enrolling your church for the Mass Mission, you would enter the Church and Pastor's name in the text box followed by enrollment (St. John M.B. Church, Palmetto/Reverend Shipp church enrollment). If you are enrolling for your ministry, you would enter your name and the Ministry to which you are enrolling (Example. Johnson/WIA)
5. Select the Donation Frequency
6. Enter the date you want the enrollment/donation to be activated.
7. Click "Continue". This will take you to the Payments & Billing Page
8. Enter all necessary information and click the "Process" button to submit the payment.