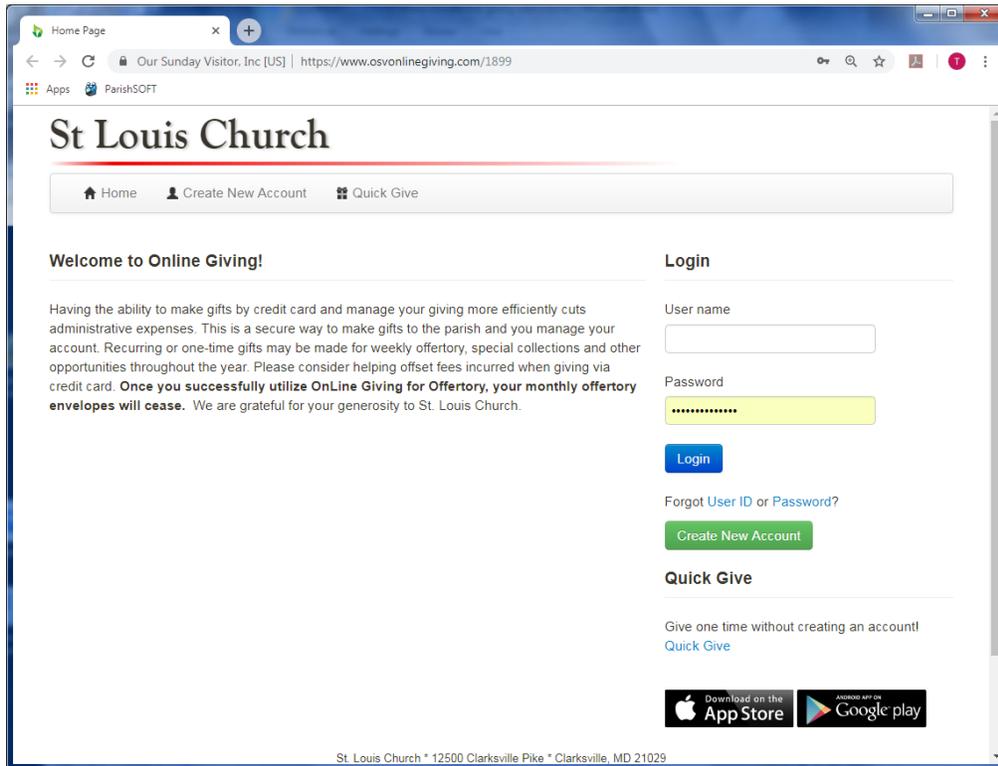


From [www.osvonlinegiving.com/1899](https://www.osvonlinegiving.com/1899)



### IF YOU HAVE AN EXISTING ACCOUNT

1. Log In
2. Select "Give a New Gift"
3. Scroll down to either the Men's ACTS Retreat Registration or Women's ACTS Retreat Registration
4. Click on Select Gift Type
5. Choose One Time Gift
6. Fill in all fields putting retreatant name in Special Intention. If you are on team, enter your name followed by (on team) in this field.



### IF YOU DO NOT HAVE AN EXISTING ACCOUNT

1. Either Create a New Account (takes longer but then allows you to have an account with which you can transition your giving to St. Louis Church to an electronic platform instead of offertory envelopes)

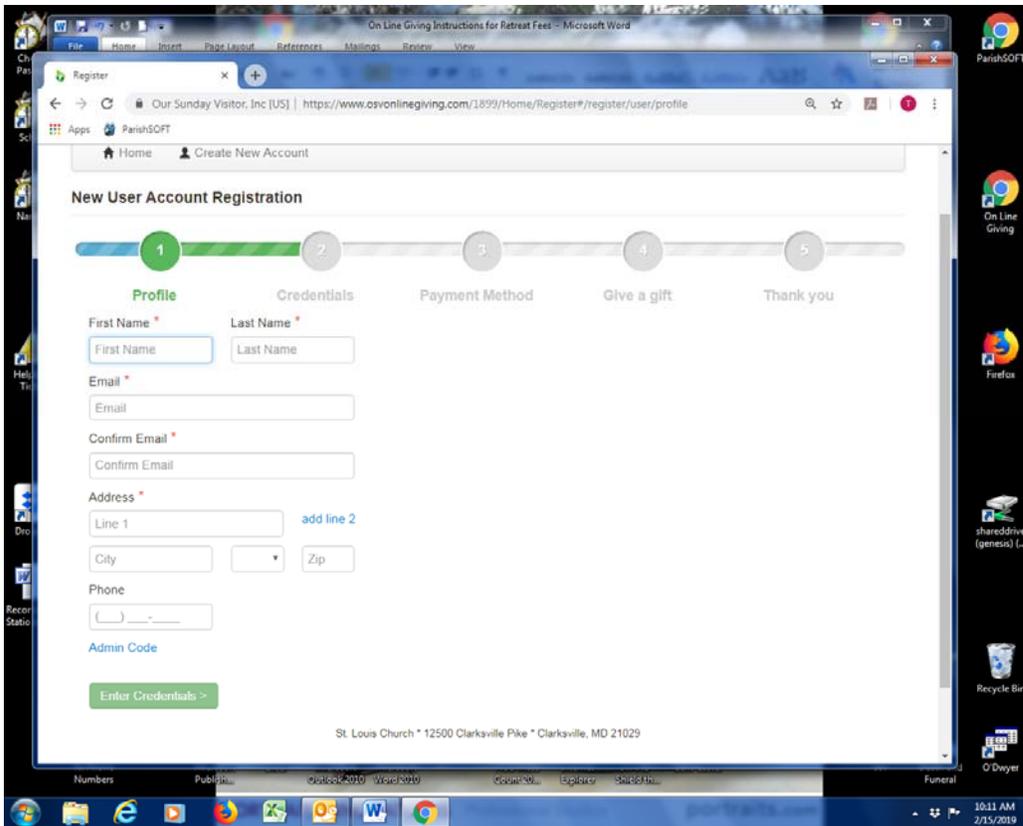
OR

2. Click on the blue Quick Give (the easiest and best option if you do not intend to use OnLine Giving for giving other than paying retreat fees)

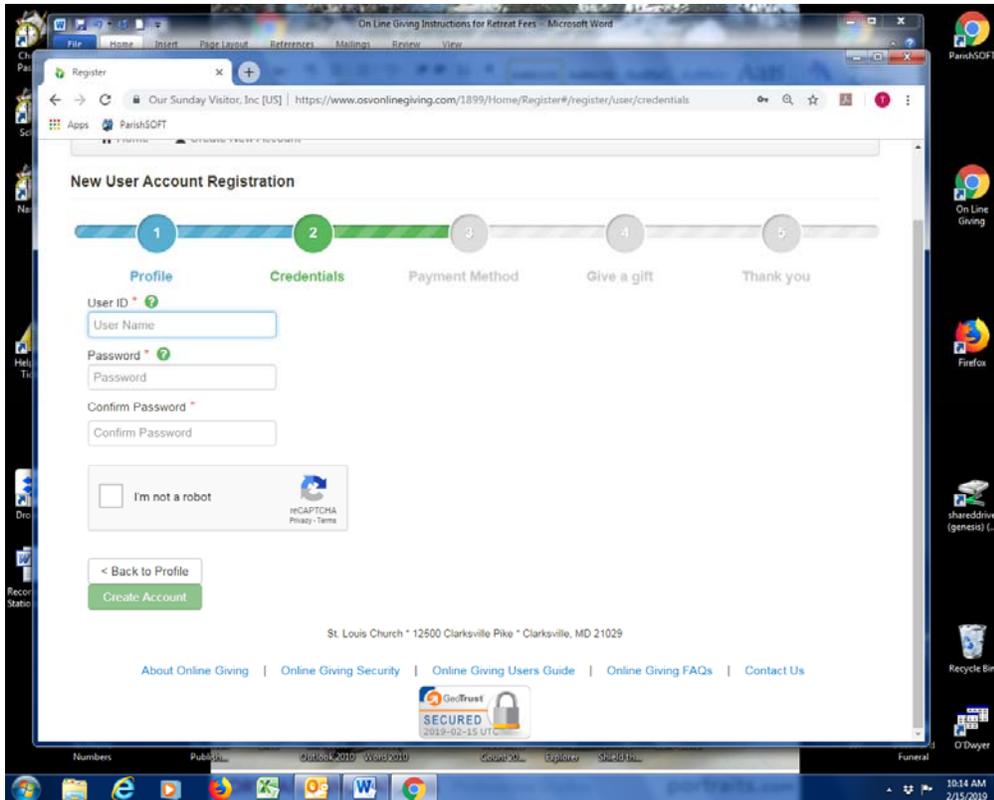
### TO CREATE A NEW ACCOUNT

The screenshot shows a web browser window displaying the homepage of St. Louis Church's online giving system. The browser's address bar shows the URL: https://www.osvonlinegiving.com/1899. The page features a navigation menu with 'Home', 'Create New Account', and 'Quick Give'. A 'Welcome to Online Giving!' section contains a paragraph explaining the benefits of online giving, including the ability to use credit cards and manage giving more efficiently. A 'Login' section includes input fields for 'User name' (containing 'StLouisChurch') and 'Password' (masked with dots), a 'Login' button, and a link for 'Forgot User ID or Password?'. Below the login section is a green 'Create New Account' button. A 'Quick Give' section offers a one-time giving option without account creation. At the bottom, there are links to download the app from the App Store and Google Play, and the church's address: St. Louis Church \* 12500 Clarksville Pike \* Clarksville, MD 21029.

1. Click on the green "Create New Account"
2. Fill in all the fields asked for. You do not need an Admin Code. When complete click "Enter Credentials"



3. Create a User Name and Password. Please check the box for "I'm not a robot" then click Create Account



#### 4. Enter your payment information Either Check or Savings Account

The screenshot shows a web browser window with the URL <https://www.osonlinegiving.com/1899/Home/Register#/register/paymentmethods/>. The page has a navigation bar with links for Profile, Credentials, Payment Method (highlighted), Give a gift, and Thank you. A green message box states: "You've successfully created an Online Giving Account. Add a payment method to your account so you can start giving." Below this are two buttons: "Add Bank Account" and "Add Credit Card". The "Add Bank Account" form includes fields for: Bank Name (with a dropdown menu), Bank Account Type (with a "Select" dropdown), Routing Number, Confirm Routing Number, Account Number, and Confirm Account Number. At the bottom of the form are "Create Payment" and "No Thanks" buttons. The footer text reads: "St. Louis Church \* 12500 Clarksville Pike \* Clarksville, MD 21029".

#### Or Credit Card

The screenshot shows the same web browser window as above, but with the "Add Credit Card" button selected. The "Accepted Cards" section displays logos for VISA and MasterCard. Below this is a placeholder for a credit card labeled "YourBank" with a dropdown menu. The "Card Nickname" field has a dropdown menu with the text "How will you refer to this card?". There is a checkbox labeled "Use Alternate Address". At the bottom of the form are "Create Payment" and "No Thanks" buttons. The footer text reads: "St. Louis Church \* 12500 Clarksville Pike \* Clarksville, MD 21029". At the very bottom, there are links for "About Online Giving", "Online Giving Security", "Online Giving Users Guide", "Online Giving FAQs", and "Contact Us".

Click Create Payment to add the payment method to your account and continue to the next step in the process. The registration process allows you to enter gifts at this point.

Select either Men's ACTS Retreat Registration Fee or Women's ACTS Retreat Registration Fee. Select "One Time Gift", and fill in all the fields as instructed. Put the retreatant name in "Special Intention" field. If on team, place (on team) behind the name.

## TO USE QUICK GIVE

Select "Quick Give" in blue near the bottom of the screen

On Line Giving Instructions for Retreat Fees - Microsoft Word

Home Page

Our Sunday Visitor, Inc [US] | https://www.osvonlinegiving.com/1899

### Welcome to Online Giving!

Having the ability to make gifts by credit card and manage your giving more efficiently cuts administrative expenses. This is a secure way to make gifts to the parish and you manage your account. Recurring or one-time gifts may be made for weekly offertory, special collections and other opportunities throughout the year. Please consider helping offset fees incurred when giving via credit card. **Once you successfully utilize OnLine Giving for Offertory, your monthly offertory envelopes will cease.** We are grateful for your generosity to St. Louis Church.

### Login

User name

Password

Login

Forgot User ID or Password?

Create New Account

### Quick Give

Give one time without creating an account!

[Quick Give](#)

Download on the App Store | Get it on Google play

St. Louis Church \* 12500 Clarksville Pike \* Clarksville, MD 21029

[About Online Giving](#) | [Online Giving Security](#) | [Online Giving Users Guide](#) | [Online Giving FAQs](#) | [Contact Us](#)

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Fill in all the fields asked for.

Under "Gift Information" select either Men's ACTS Retreat Registration fee or Women's ACTS Retreat Registration fee.

Put the retreatant name in the special intention field. If you are on team, enter (on team) behind your name.

Please check the box at "I am not a robot" for verification then click Submit.