

Online Giving Instructions for Mark & Liz Hataway

*If you already have a City account set up with CrossPointe Church please login and skip to number 9

1. Go to www.crosspointe.onthecity.org/session/new
2. Below the Username and Password boxes click the link that says "Need an account?"
3. Four congregations will pop up; click "join" next to "CrossPointe Global."
4. A new page will pop up asking for your name, e-mail, phone number and additional notes. Fill in the necessary items. *If you are not a member of CrossPointe Church, in additional notes, please say something to the effect that you are creating an account to support Mark and Liz Hataway with Restore Brazil.
5. You should now receive an e-mail at the address you provided with a link to "Sign Up."
6. Once you return to the CrossPointe City site you will be asked for a "Login." This is basically a username. You can enter any username that you would like. As you type you will notice on the right it will say available or not available.
7. Create a Password, enter your name, date of birth, gender and again be sure to choose "CrossPointe Global Congregation" if it is not already populated and then click "Submit."
8. You will need to login. Once you login you can agree to the terms of service.
9. Once you are logged in, on the left hand side of the screen you will see a link that says "Giving." Click there.
10. First you will need to choose "CrossPointe Global" as your Congregation in the drop down box.
11. Click the "Select a Fund" dropdown, just below the Congregation box and choose "Restore Brazil| Mark & Liz Hataway" and enter the donation amount.
12. Click on the "When" drop down and make a selection for the frequency of the donation and follow the additional instructions related to that if required. Click next step.
13. Then enter your payment details. You can choose to give by bank draft or credit/debit card. Next Step, then confirm.