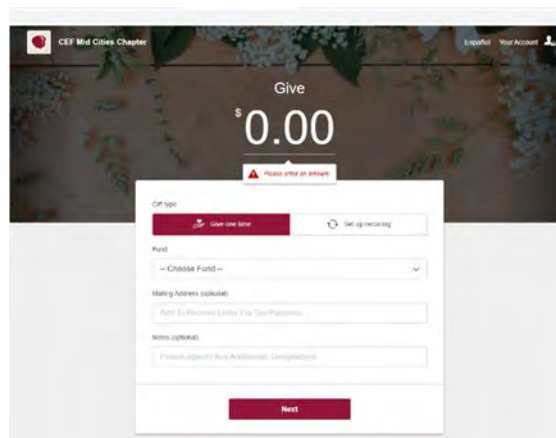


CEF Mid Cities Chapter Pushpay User Guide

- **Navigate to:**
Giving link - <https://pushpay.com/g/cefmidcities>
Text Give to- 833-886-0264 - click on the link in the response from Pushpay
- The "Give" screen will appear

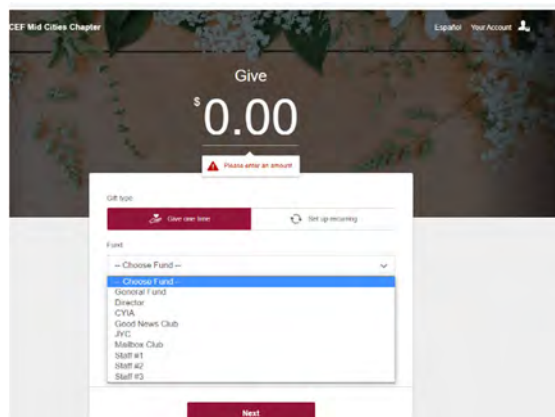


Gift Type:

- Enter the amount of your donation.
- Select the type of donation (one time or recurring)

Fund:

- Select the drop down to choose a fund for your donation
****Note**** if you would like to donate to more than one fund enter the donation amount for the first fund and complete the process. Once complete, you can click "Give Again" to repeat the process for another fund.



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Mailing Address:

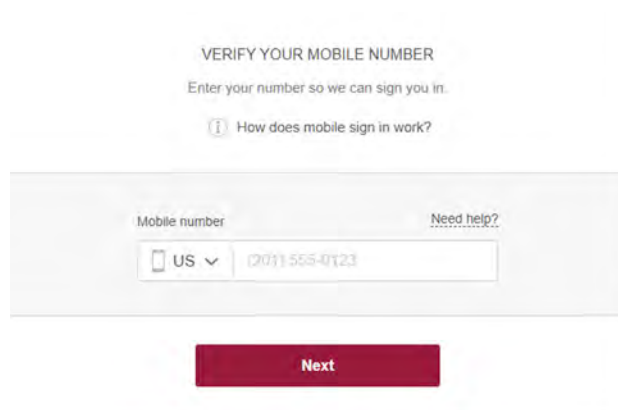
- Please complete for Tax Statement (First Time Donors Only)

Notes:

- Any Additional information for Mid Cities Chapter
- Click Next.

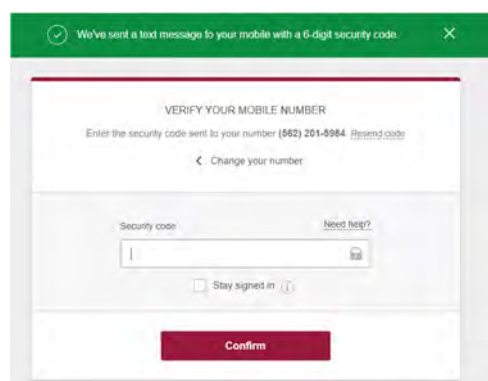
Verify Mobile Number

- Enter your mobile number
- Click Next



Security Code:

- A security code will be sent to your mobile number
- Enter the code
- Click Confirm



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For Returning Donors:

- After confirming security code the next screen is "Confirm Gift"

First Time Donors:

- Enter Personal Details
- Click Next

PERSONAL DETAILS

Enter your name and email to create an account.

First name	Last name
<input type="text"/>	<input type="text"/>
Email address	
<input type="text"/>	

Next

First Time Donors:


- Enter Payment information (Card or Bank Account)
- Click Next

PAYMENT METHOD

CEF Mid Cities Chapter accepts debit cards, credit cards and bank transfers.

Card Bank account

Card number

Supported 

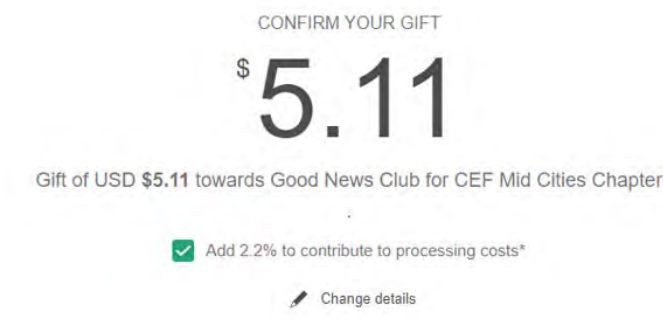
Expiration CVV Zip Code

Next

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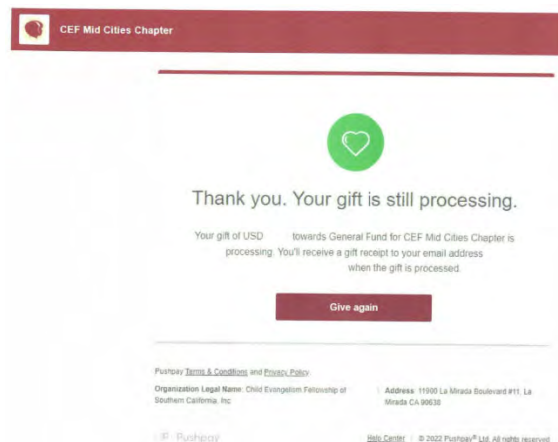
Confirm your Gift:

- Click *Give* (if information is correct. If not, click *Change details*.)
- At this point in the transaction, you may add 2.2% processing fee to donation if you like.



Completion of Gift: After confirming your gift, the Thank You screen will appear.

If you would like to donate to another fund during this transaction, select "Give Again" to return to "Give" screen. A receipt will be sent by email.



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