

Setting up your Online Giving Account

Welcome to Giving powered by Servant Keeper!

This help sheet will show you how to sign up for your Giving account and get logged in for the first time.

You may use the [Give Online Now](#) button from our website giving page at fbc-m-le-x.org/give or paste this URL into your browser giving.servantkeeper.com/mbc-lexington-ky/member/login. When you first arrive at the giving portal you will be brought to a login page that looks like this.

First Baptist Maddoxtown

Sign In

Sign Up

First Baptist Maddoxtown



Photo by Tony Egan/Amelia

Give Today

For from Him and through Him and to Him are all things. To Him be glory forever!

Romans 11:36

Building Fund

\$0.00

Offering

\$0.00

Sunday School

\$0.00

Tithes

\$0.00

Gift minimum is \$5

\$0.00

GIVE NOW

1. First, you will click on the 'sign up' button in the top-right corner of this screen. This will take you to a screen where you are asked to input the email you would like to sign up with. Click Search.
2. First time online givers will see the Profile not found screen. Click next and you will be prompted to fill out a brief form asking for your Name, Address, and Phone Number, and to create a password for your account. Once filled out, you will click 'Create Profile' and you'll be ready to sign in and start giving.

Profile not found

We didn't find an existing account for you. Let's set up a new account!

NEXT

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3. If you previously had a Servant Keeper Giving account, Servant Keeper will detect your email and prompt you to create a new password. Click the 'Reset Password' button. You will be taken to the Forgot Password? Screen. Enter your email address and you will be sent a unique password reset link.

Great news!
We've found a profile with your email address. You can now login or reset your password

[SIGN IN](#) [RESET PASSWORD](#) [SEARCH AGAIN](#)

Forgot Password?
Enter your email and we'll send you a password reset link.

[SEND EMAIL](#)

[CANCEL](#)

4. The link in the email you receive will bring you to a password reset form where you can enter your new password. Passwords must be at least 8 characters and contain 1 uppercase, 1 lowercase, 1 number, and 1 symbol (such as !@#\$*_)
5. Once you've reset your password, you will be brought back to the sign-in screen and will be able to sign-in with your email and newly created password!

Reset Password

Hello , please enter your new password.

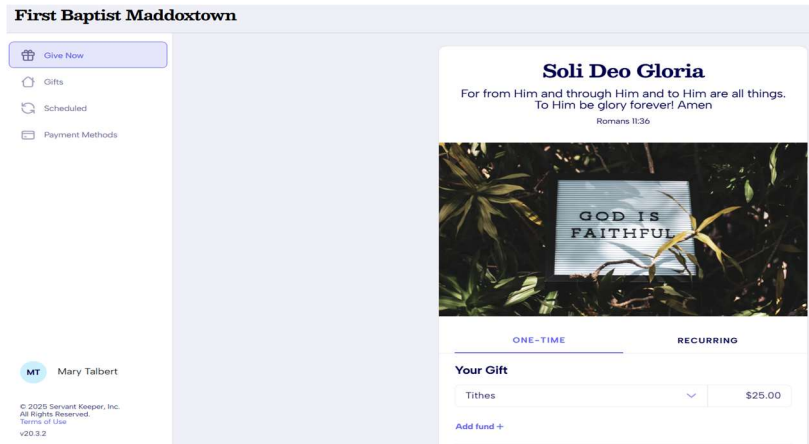
password must be at least 8 characters

[RESET PASSWORD](#)

[Sign Up](#)

What's Next?

Now that you are logged in, you will see the home screen



On the left side, select Payment Methods. On the Payment Methods screen, select Add Payment Method on the top right. You will then see the following screen

The screenshot shows the 'Add Payment Method' screen. At the top are two buttons: 'Credit card' (selected) and 'Bank transfer'. Below them is an 'Apple Pay' button with a three-dot menu. A horizontal line separates this from the 'Card information' section, which includes logos for VISA, Mastercard, AMEX, and DISCOVER. The card number field contains '1234 5678 9012 3456'. Below the number are fields for 'MM / YY', 'CVC' (with a question mark icon), and a value of '12345'. At the bottom are two large buttons: 'Store Details' (blue) and 'Cancel' (white).

Select a payment method and enter your payment details. You may set up multiple methods if desired. For Apply Pay, you will be asked to use your iPhone camera to scan a code. Whatever card or account you have set as default in your Apply wallet will be added to Servant Keeper. When done, select Store Details to save your information.

Giving

Note: All giving is subject to processing fees as follows:

- Credit/Debit card = 2.49% + \$0.30/transaction

- ACH = 1% + \$0.30/transaction

You can elect to pay or not pay the processing fee. Paying it means your total intended contribution amount will be added to your yearly contribution. If you do not, the amount of your contribution will be reduced by the amount of the processing fee. For example, a gift of \$100

Payment Method	Fee	\$100 paying fee	\$100 without paying fee
Credit/Debit Card	2.49% + \$.30/transaction	\$102.79 - \$100 toward yearly contribution; \$2.79 to Servant Keeper for processing	\$97.21 toward yearly contribution; \$2.79 to Servant Keeper for processing
Bank Account	1% + \$.30/transaction	\$101.30 - \$100 toward yearly contribution; \$1.30 to Servant Keeper for processing	\$98.70 toward yearly contribution; \$1.30 to Servant Keeper for processing

One-Time Gifts

- Select Give Now on left. You will be taken to the giving screen

Soli Deo Gloria
For from Him and through Him and to Him are all things.
To Him be glory forever! Amen
Romans 11:36

GOD IS FAITHFUL

ONE-TIME RECURRING

Your Gift

Tithes \$25.00

Add fund +

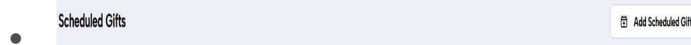
TOTAL
\$25.00

Continue

- Here, tithes shows as the default fund. You can change it by choosing another fund from the dropdown and entering the amount you want to give. To contribute to multiple funds, select Add Fund +, choose the fund and enter the amount you want to give. Once done click continue to confirm your choices and select which payment method you want to use.

Scheduled Giving

- From the home screen, select Scheduled on the left side.



- Enter details your preferred scheduling details and click Save. Your gift will automatically be submitted based on your scheduled time.

Please contact Mary Talbert at (859) 492-9761 or send an email to our giving mailbox at fbcmgiving@gmail.com if you see any errors in your account information or have any questions or problems.