

Online Giving Tutorial

This tutorial is designed to guide you through giving online if you so choose. It is really easy! For each instruction, there is an accompanying picture. Each number on the picture corresponds to the instruction number. You can do this!

1. Go to fbcojai.org and click the button at the top right. Then click where it says



button at the top right. "Click Here."

ONLINE GIVING

CLICK HERE TO VISIT THE FBCO GIVING PORTAL!

1.

2. Since this is your first time giving online, you have to set up a profile. On the right side of the screen, click on "Create Profile".

Online Donation

[View Mobile Site](#) [Return to our Home Page](#)

Donations


If you've already created a profile, please "Log In" on the right, otherwise continue.


Donations

Please create an online profile before setting up your contribution.

-Tithes and Offerings:	<input type="text" value="0.00"/>
-Renovation Projects:	<input type="text" value="0.00"/>
-Deacon's Benevolence Offerings:	<input type="text" value="0.00"/>

Frequency:

Donation Start Date: mm/dd/yy 

Donation End Date: (optional) mm/dd/yy 

Total: \$0.00

Log In [help](#)

Email Address:

Password:

[Forgot your Email Address or Password?](#)

Create Your Online Profile

3. Enter your email address, and enter it again on the left side. Click "Continue."

Online Donation

3.

[Return to our Home Page](#)

Create Profile

Enter a valid email address below.
This will be used as your User ID.

Email Address:

Confirm Email Address:

Privacy Notice

You are on a secure webpage hosted by Vanco Services, LLC, an industry leader that processes transactions for thousands of clients. Vanco was chosen by First Baptist Church of Ojai to process your online transactions.

The information Vanco receives from you will only be used to process your transactions and will never be shared with any other party, except as required by law. Your information will be safeguarded in strict compliance with federal standards for nonpublic personal information.

The password you select is also important in protecting your information; keep it secure and follow the best practices suggested [here](#). View Vanco's Privacy and Security Policy by clicking [here](#).

4. Fill out your profile information. At the bottom, it will ask for a password. You can make up your own, or use the one suggested for you. Click "Create Profile."

Online Donation

4.

[Return to our Home Page](#)

Profile

First Name: (required)

Last Name: (required)

Address 1: (required)

Address 2:

City: (required)

State / Zip: (required)

Phone Number:

Email Address: (required)

Confirm Email Address: (required)

Enter Password: (required)

Re-Enter Password: (required)

Password requirements:

- Must be at least eight characters
- Must include at least one letter and one number
- Cannot be identical to your first name, last name or email address
- Cannot be reused
- Passwords are case sensitive
- Your password can consist of the following characters: upper and lower case letters, numbers, and special characters other than " " or >

5. Click “Add Transaction.”

Online Donation

Thank you for creating a profile. To add a Donation, click the Add Transaction button below. [Return to our Home Page](#)

5.

[Add Transaction](#) [Edit Account](#)

My Scheduled Transactions

You do not have any transactions scheduled.

My Transaction History

Date Range: to

Fund: [Search](#)

No donations were found for this Date Range and Fund selection.

6. In “Tithes and Offerings”, enter amount of tithe.

7. Next to “Frequency”, click the ▼ next to Choose One, and choose “One Time” from the menu. Click “Continue.”

Online Donation

[Return to our Home Page](#)

Donations

Please create an online profile before setting up your distribution.

6.

Tithes and Offerings:

-Renovation Projects:

-Deacon's Benevolence Offerings:

Frequency:

Donation Start Date: mm/dd/yy

Donation End Date: (optional) mm/dd/yy

7.

Total: \$0.00

[Back](#) [Continue](#)


8. Click the ▼ next to Choose One, and choose either Credit/Debit Card or Checking, depending on where you want your tithe to come from. If you choose Credit/Debit Card, follow the picture 8a-11a; if you choose Checking, follow the picture 8b-11b on the next page.
9. Enter credit card information or checking information (routing number and account number). If you give by credit card, you have the option of choosing to give an additional 2.75% to offset the processing fee associated with online giving.
10. Click box next to “I am not a robot.”
11. Click “Process.”

Online Donation

[Return to our Home Page](#)

Donation Information

Account: New Account - Credit/Debit Card ▼



Card Number:

Card Verification Value (CVV2): [What's This?](#)

Expiration Date:

Name Of Cardholder:

☐ **Optional:** - Give additional 2.75% to help offset the processing fee


☐ Use Profile Address

Billing Address 1:

Billing Address 2:

Billing City:

Billing State / Zip: /

☐ I'm not a robot 

Note: Please review the information you entered carefully. Once you click the Process button your donation will be submitted.

Donation Summary

Donations

Tithes and Offerings	25.00
03-17-2020 One Time	
Total One Time Donation:	\$25.00

8a.

9a.

10a.

11a.

Donation Information

Account: New Account - Checking

Routing Number:

Account Number:

Joe Smith
1234 Anystreet Court
Anycity, AA 12345

1234

Pay to the order of

Dollars

Bank Anywhere

123456789

123456789123

1234

Bank


Bank

Check Number (Do not use)

Routing Number

Account Number

☐ I'm not a robot


reCAPTCHA
[Privacy](#) - [Terms](#)

Note: Please review the information you entered carefully.
Once you click the Process button your donation will be submitted and you will have authorized this organization to debit money from your account.

Cancel

Process

8b.

9b.

10b.

11b.

Donation Summary

Donations

Tithes and Offerings

03-17-2020 One Time

Total One Time Donation:

25.00

\$25.00

Edit

12. You did it! Thank you and bless you!!