

Instructions to Pledge Online

To pledge online, go to <https://ucor.simplechurchcrm.com/user/login>

Your **User Name** is your name with a period separating your first and last name, i.e.: First.Last (for example, Jane.Doe)

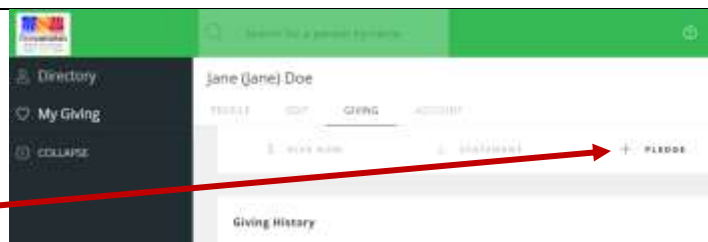
Then click “Forgot Password” and a **password will be sent** to the email we have on file for you, allowing you to login.



Once you log in to the system, click on the words “**My Giving**” on the left side of the screen. This will bring you to your contribution profile.



Your name will appear at the top of the page with various tabs beneath – **the “Giving” tab should be highlighted**. Under the tabs will be three options: “Give Now”, “Statement” and “Pledge.” **Click on the word “Pledge” to create your pledge.**



A pop-up screen that says “**Create a Pledge**” should appear. If it does not, check to make sure your pop-ups are not blocked.

- Click on “**Choose a Campaign**” = “**2020-2021 Annual Stewardship Campaign.**”
- Start date should be **July 1, 2020** and End date should be **June 30, 2021.**
- Select the frequency of your pledge payment (i.e. monthly, quarterly, etc.) and the amount of the pledge you would like to make per frequency (i.e. \$200 each month, \$600 each quarter or \$2400 annually).
- The total annual amount of your pledge will calculate in the “**Total Amount**” field. Please make sure it is correct before you click on the word “Pledge” to submit your 2020-2021 pledge to the Church.

If you have issues, please contact Kim Joy at kjoy@rochesterunitarian.org or 271-9070 x105, who will help you with the process. Thank you for your pledge!