

TOCMC Online Giving Guide (For Existing Users/Current Donors)

1. Access Giving link at <http://www.timeofcelebration.org/giving/> or <https://giving.servantkeeper.com/tocmc>.

The screenshot shows the 'Time of Celebration Ministries Church' online giving interface. At the top right, there are 'Sign In' and 'Sign Up' buttons. The main heading is 'Time of Celebration Ministries Church'. Below it, the text 'Give Now' is displayed. A red quote reads: "Birthing Nations Into The Kingdom of God - One Life at a Time". A list of giving categories is shown on the left, each with a corresponding input field on the right, all currently set to '\$0.00':

Category	Amount
Tithes-OL	\$0.00
TOC Christian Academy-...	\$0.00
Offering-OL	\$0.00
Building Fund-OL	\$0.00
Children's Church - OL	\$0.00
Missions-OL	\$0.00
Men's Ministry-OL	\$0.00
Singles Ministry-OL	\$0.00
Solar-OL	\$0.00

2. Click on **Sign Up** at the top right of the screen.
3. Enter the email address associated with your current giving account. (**Do not create a new email account.**) **Once again, please use your current giving email account**—this is the email address where you receive a giving receipt when you give.)

If you were previously giving through the Faithlife/EasyTithe website, you will need to reset your password in your new Servant Keeper account setup.

The screenshot shows the 'Enter your email' step of the online giving setup. The heading is 'Enter your email'. Below it, the text reads: 'Please enter the email address associated with your giving account to find your profile.' and 'If you were previously a Faithlife Giving user, you will need to reset your password.' There is an input field labeled 'Email' with a red border and a red error message below it: 'Email is required.' At the bottom right, there is a blue 'SEARCH' button.

4. Click **Search** button.

Time of Celebration Ministries Church

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](#)


5. Click on **RESET PASSWORD** and click Send Email.

Forgot Password?

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

[SEND EMAIL](#)[CANCEL](#)

6. You should see this message on your screen.



Please check your email. You should receive a password reset email shortly.

[CLOSE](#)

7. Click **Close** and go to your email.

8. You should see an email in your inbox as shown below. (**Remember to check your SPAM folder if you do not see this email in your inbox.**)

Subject: Password Reset

Reply-To: no-reply@servantkeeper.com

Hi ,

If you didn't request a password reset url, you can ignore this email and login with your existing password.

This reset password URL is only valid for the next 24 hours.

[Reset your password](#)

Thanks,
The Servant Keeper team
Servant Keeper, LLC.

Please note: Your password must be at least 8 characters, contain 1 uppercase and 1 symbol.

9. Click **Reset Password** link in the email.






The screenshot shows a 'Reset Password' form. It starts with the title 'Reset Password' and a message: 'Hello [redacted] please enter your new password.' Below this are two input fields: 'Password' and 'Retype Password', each with a toggle icon for visibility. At the bottom is a blue button labeled 'RESET PASSWORD'.

You should receive a Password reset successfully message. Now you can log in with the email and password you selected. Congratulations!

10. After logging in, **please add your payment method** before you enter the amount you want to give.

≡ Time of Celebration Ministries Church

	Gifts	
	Scheduled	Account
	Payment Methods	Tithes-OL

11. Select your **Payment method**, by '**Credit Card**' or '**Bank Account**' [Checking or Savings Account]' and complete the requested information. Make sure to click **Save**.

Credit Card

Bank Account

Card number

Exp date

CVV

Zip code

Cancel

SAVE

12. Once you add your payment method Click on '**Give Now**' and enter the amount you desire to give.

TOCMC Online Giving Guide (For New Users or Account not found)

13. Access Giving link at <http://www.timeofcelebration.org/giving/> or <https://giving.servantkeeper.com/tocmc>.

The screenshot shows the online giving interface for the Time of Celebration Ministries Church. At the top, there are 'Sign In' and 'Sign Up' buttons. The main heading is 'Time of Celebration Ministries Church', followed by 'Give Now' and a red quote: 'Birthing Nations Into The Kingdom of God - One Life at a Time'. Below this is a list of giving categories, each with a corresponding input field showing '\$0.00':

Category	Amount
Tithes-OL	\$0.00
TOC Christian Academy-...	\$0.00
Offering-OL	\$0.00
Building Fund-OL	\$0.00
Children's Church - OL	\$0.00
Missions-OL	\$0.00
Men's Ministry-OL	\$0.00
Singles Ministry-OL	\$0.00
Solar-OL	\$0.00

14. If you are new to Servant Keeper or have never given online to Time of Celebration Ministries Church, when you click **Sign Up** and enter your email address, you will receive the following screen below that says, '**Profile not found**'.

The screenshot shows a message screen from the Time of Celebration Ministries Church. At the top, there is a 'Sign In' button. The main heading is 'Profile not found' in blue. Below it, the text reads: 'We didn't find an existing account for you. Let's set up a new account!'. At the bottom right, there is a blue button labeled 'NEXT'.

15. Click **Next** to create a New Profile (only if you are new to giving online to Time of Celebration Ministries Church).

16. Complete the requested information to create a new profile.

Time of Celebration Ministries Church

	<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>
	<input type="text" value="Address"/>	
	<input type="text" value="City"/>	<input type="text" value="▼"/>
	<input type="text" value="Zip"/>	
	<input type="text" value="Mobile #"/>	
	<input type="password" value="Password"/>	
	<input type="password" value="Retype Password"/>	
	<input type="button" value="BACK"/>	<input type="button" value="CREATE PROFILE"/>

17. Click on **Give Now** in the upper right corner to submit your contribution.

18. Click on 'Add Payment Method'

Time of Celebration Ministries Church

<div>Gift Details</div> <div><div></div></div> <div><div>Tithes-OL</div><div>\$5.00</div></div> <div><div>Total</div><div>\$5.00</div></div>	<div>Payment Details</div> <div>Choose saved payment type</div> <div><div>+ Add Payment Method</div></div> <div><div><input type="checkbox"/> Setup scheduled gift</div></div> <div><div><input type="checkbox"/> Cover the processing fees</div></div> <div><div><input type="button" value="Back"/></div><div><input type="button" value="Give now \$5.00"/></div></div> <div>Secure online giving powered by SERVANTKEEPER®</div>
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19. Select your **Payment method**, by ‘**Credit Card**’ or ‘**Bank Account**’ [Checking or Savings Account]’ and complete the requested information. Make sure to click **Save**.

Credit Card

Bank Account

Card number

Exp date

CVV

Zip code

Cancel

SAVE

20. Once you add your payment method Click on ‘**Give Now**’.

Gift Details

Tithes-OL

\$5.00

Total

\$5.00

Payment Details

Choose saved payment type

☒ VISA

+ Add Payment Method

☐ Setup scheduled gift

☐ Cover the processing fees

< Back

Give now \$5.00

Secure online giving powered by **SERVANT**KEEPER®

21. If you currently have Recurring Giving set up, you will need to set it up again by checking the '**Setup scheduled gift**' box. Complete the requested information.

Payment Details

Choose saved payment type



+ Add Payment Method

☒ Setup scheduled gift

Start Date *

01/11/2024

WEEKLY

SEMI-MONTHLY

MONTHLY

YEARLY

End Date (optional)



Frequency: every 2 weeks on Friday

☐ Cover the processing fees

< Back

Give now \$5.00

22. Click '**Give now**'.