

## CANCELLATION OF RECURRING GIFTS

There are currently three ways of online recurring giving (app, website, My Crossroads). Please follow the steps specific to your current giving. If you are unsure which method you are using, please contact the Finance Manager at (209) 239-5566.

### GIVING THROUGH APP OR CROSSROADSGRACE.ORG (SUBSPASH):

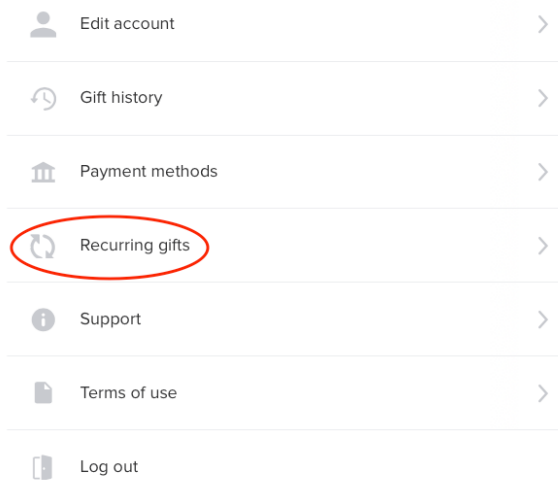
If you have a recurring gift set up through the app or the website, go to <https://crossroadsgrace.org/old-giving> to cancel your recurring gift.

Click the person icon in the upper right corner.



Click “Sign in” then “Continue with email”. Login using your email address and password then click on the ‘person’ icon in the upper right corner again to go to your account.

Once in your account, click on “Recurring Gifts”.



Click on your recurring gift you would like to cancel, scroll down to the bottom, and click “Delete gift”.

Recurring gift (weekly) of \$200.00 to the General Tithe fund, next on [November 27, 2020](#).

Memo (optional)

Add a note to your gift.

280

Save and update gift

Delete gift

If you encounter problems with this process, please feel free to contact the Finance Manager.

### GIVING THROUGH MY CROSSROADS:

To cancel recurring giving through My Crossroads, go to <https://crossroadsgrace.cbcchurch.com/goto/login>

The screenshot shows the login interface for Crossroads Grace Community Church. On the left, there is a login form with fields for Username and Password. The Username field has a red error message: "This field is required". Below the password field is a checkbox for "Keep me logged in for 30 days". A blue "LOGIN" button is at the bottom of the form, with links for "Request Account" and "Forgot Password?". On the right, there is a "Connect with us" section with buttons for "Forms", "Find a Group", "Calendar", and "Give". Below this is the "My CROSSROADS" logo and a welcome message: "Welcome to My Crossroads. Crossroads' online community. My Crossroads is a powerful tool that connects you with the life of our church community."

Enter your username and password to login. Once logged in, click on "My Giving" in the left menu.

- Home
- People
- Groups
- Events
- My Serving
- My Giving**

From this menu, click the "Cancel" link on the recurring gift you would like to cancel.

REPEATING GIFT SCHEDULES

| Designation  | Amount | Next         | Frequency | Rem | Last Msg |                        |
|--------------|--------|--------------|-----------|-----|----------|------------------------|
| General Fund | \$1.00 | Nov 28, 2020 | Weekly    |     | Created  | <a href="#">Cancel</a> |

Confirm the cancellation of the recurring gift.