



Realm Member Database & Online Giving System

The Kingstowne Communion is a daughter campus of Aldersgate Church, and, as such, all of our finance, giving, and payroll are processed by Aldersgate. This is a great gift to us at this stage in our church's development! You can be sure, though, that every contribution you make to the Kingstowne Communion goes *directly* to the mission and ministry of the Kingstowne Communion. Aldersgate manages our financials, but we have separate budgets and operate as if there are two separate accounts. Aldersgate is fully transitioning over to the Realm member database and online giving system in 2019, and, therefore, so are we.

To set up a reoccurring online gift to the Kingstowne Communion, follow these instructions below:

1. Go to <http://onrealm.org/aldersgate/signin>. If you have signed into Realm before, enter your email address and password and click the "Sign-in" button. If you have not, click "Register Now" at the bottom of the page.
2. Enter your email address and create a password. If you have turned in a connection card at some point in worship, Realm should recognize your email address as already existing in our system. If Realm does not recognize your email address, please email michelle@kingstownecommunion.net with your concern, and we will identify the problem and find a solution quickly.
3. If Realm does recognize your email address, click "Register." Upon clicking "Register," a verification email will be sent to your email inbox. Follow the link to verify your email address and sign-in.
4. After logging in, click on your name in the upper right hand corner, and select "My Profile" from the drop down menu. This will take you to the "Community" section, with a list of menu items on the left.
5. Select "Giving." If you already have a giving history with the Kingstowne Communion, it will be listed here. If you already have a pledge set up, it will be listed on the right side of the page. To set up a reoccurring gift, click the blue "+GIVE" button. The "Give Now" page will appear.
6. Enter your giving details, and make sure that the "Kingstowne Communion" is selected as the fund to which you are giving on the dropdown menu. Enter the frequency of your gift.
7. Finally, when entering your payment information, you can give directly from a checking account or savings account, as well as a debit or credit card. After entering all required information, click the "Give" button.
8. You can return to Realm at any time to check your giving history or change the amount or frequency of your gift by visiting <http://onrealm.org>. And upon tax season, you can easily download your giving history for your filing.

**Once again, thank you for giving to the Kingstowne Communion!
Thank you for making our mission and ministry possible!**