



First United Methodist Church of Ann Arbor

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Recurring Giving

To ensure your giving is not deducted from your account twice, you will need to delete your recurring giving in Push Pay BEFORE you set up giving within the new tool, Online Giving. The best way to do this is by following these steps:

- Cancel your current giving in our old system:
 1. [Go to Push Pay.](#)
 2. Log in to your account at the upper right portion of the screen. This will take you to your home screen.
 3. On the upper right side of the screen, you will see “Recurring gifts.” Below this you will see a line for each recurring gift in your account. Click on one of the gift records. This will display the details of your gift.
 4. Click on “Cancel” near the top of the screen. Confirm that you want to cancel this recurring gift.
 5. The gift is cancelled. If you have more than one recurring gift, repeat the steps above.
 6. When finished, click on your name at the upper right corner of the screen and log out.

- Setup your new recurring giving:
 1. Go to our new [Online Giving page](#) and follow the prompts to set up your new recurring gift.