These instructions will walk you through the initial setup of your church's Realm account. With an account, you will be able to pay connectional funding, view your donation history, and manage recurring payments.

From the Global Methodist Connectional Funding Page, click the Account Request button.

To get started with an online payment, an account in Realm must first be established. Click **Account Request** to initiate the process of setting up your account with the Global Methodist Church.

Once your account has been set up, click Account Login to make payments and manage your account.



Account Login

Fill out the form with your church's information and click Submit. Each church can have only one account; you should use the email address for your treasurer, or the person who will be logging on to pay the connectional funding.

GLOBAL METHODIST CHURCH
Account Request To conveniently manage and monitor your Connectional Funding payments online, along with any other special giving (e.g., Disaster Response), please fill out this form. Kindly allow up to one week for your request to be processed. Keep an eye on your email for an invitation from Realm.
Church Name *
Church Address *
Church City and State *
Email Address Used for Church Login *
Submit

You will receive a confirmation that your request was logged. Please allow up to a week for processing.



When approved, you will receive an email from <u>finance@globalmethodist.org</u> stating that your invite has been sent. At this point, you should have already received an email from Realm that will have a link to your next step. If you do not find this email after having been notified by finance that your invite was sent, check your junk folder.



Click the link in your invitation from Realm and create a password, then click Create Account.



## Create Account

**Create Password** 

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Your password must have at least 8 characters and meet 3 of these 5 requirements:

- ✓ An uppercase letter
- ✓ A lowercase letter
- ✓ A symbol (!, @, #, \$, %, ^, and so on)
- ✓ A number
- 15 or more characters

## Your password must not have:

- ✓ Repeating characters
- ✓ Sequences (abc, cba, 123 or 321)
- ✓ Any part of your email address

## Why?

## Confirm Password



By clicking the register button below, you agree to the Software Services Agreement and you are 13 years of age or older.



You will then be asked to sign in using the password that you just set.

Sign In	
Email Address	
Password	
•••••	۲
Sign In	
Keep me logged in on this device	

Your account is now active. Please proceed to the "Giving in Realm" instructions to learn how to manage giving in your account.

