Changing or Cancelling Electronic Giving To BUMC

PayPal Giving:

Log into your PayPal account and make the change

Realm Giving:

Make a change to a recurring gift.

1. Sign in to your church's Realm site.
2. Click `Giving` in the main menu.
3. Click `Scheduled`.
4. Click ••• next to the recurring gift you want to edit, and select `Edit`.
5. Make any necessary changes, then click `Continue`.

> **Note:**
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> You can edit the start date, fund, and dollar amount of your recurrence only if it has not begun yet. If your recurrence has started, you must cancel the gift and enter a new one.

6. Make further changes if necessary, then click `Give`. A confirmation message displays.
7. Click `Finish`.

Cancel a recurring gift.

1. Sign in to your church's Realm site.
2. Click `Giving` in the main menu.
3. Click `Scheduled`.
4. Click ••• next to a scheduled gift, and select `Cancel`.
5. If you're sure you want to cancel, click `Confirm`.

Note: If you have forgotten your Realm login information, use the “Forgot Your Password?” ink that appears when trying to login.

You may contact **sonjavandenberghe@burkeumc.org** if you have any further questions or need help.