



Date Palm Consulting

DONATION GUIDE

On-line Donations

Date Palm has teamed up with Donor Box to manage on-line donations both One-time and Monthly (recurring donations).

The following is a step by step guide to give either a One-time or Monthly donation.

For those who are making a recurring gift, the last few pages of this document will show you how to self-manage recurring donations.



Click logo for DonorBox website.

From DPC's Donate Page

<https://datepalmconsulting.com/donate>

1. Select Amount

OR

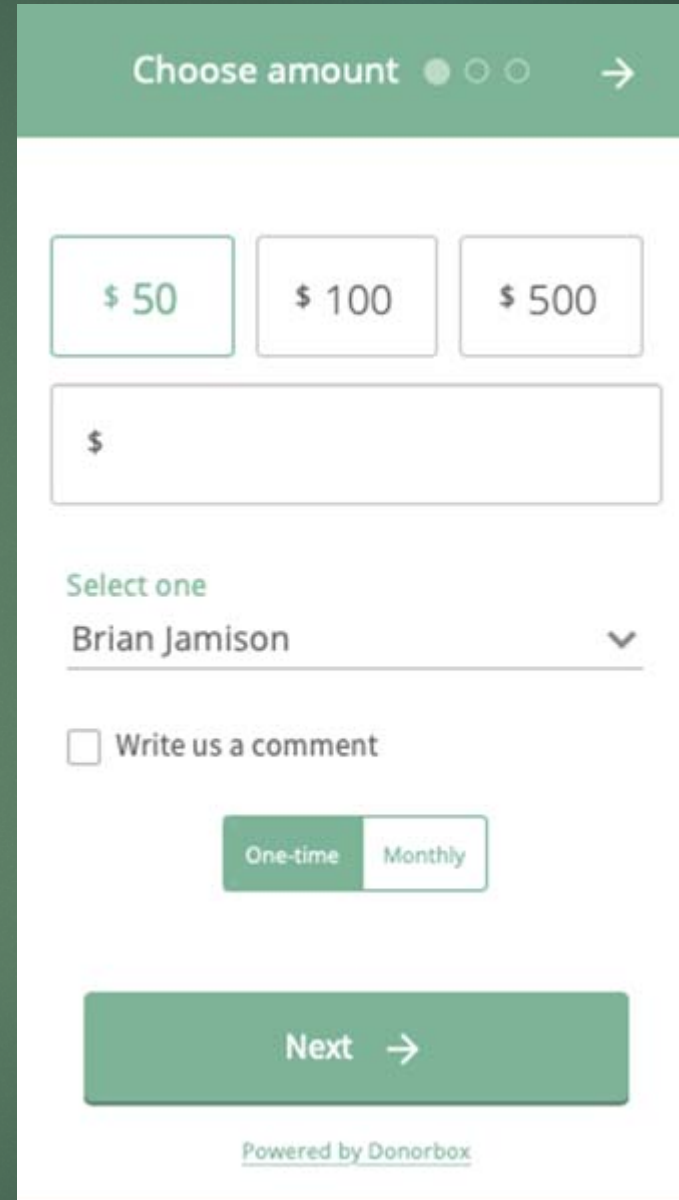
Enter Amount

2. Select a Consultant

3. To Leave Comment, click checkbox and a text field will appear

4. For a recurring donation, click Monthly. *(The default is set for a one-time gift.)*

5. Click Next

A screenshot of a web form for donations. At the top, a green header bar contains the text "Choose amount" followed by three radio buttons (the first is selected) and a right-pointing arrow. Below this, there are three buttons for "\$ 50", "\$ 100", and "\$ 500". Underneath these is a text input field with a "\$" symbol. Below the input field is a dropdown menu labeled "Select one" with "Brian Jamison" selected and a downward arrow. Below the dropdown is a checkbox labeled "Write us a comment". Below the checkbox are two buttons: "One-time" (highlighted in green) and "Monthly". At the bottom is a large green button labeled "Next" with a right-pointing arrow. At the very bottom, it says "Powered by Donorbox".

Choose amount ● ○ ○ →

\$ 50 \$ 100 \$ 500

\$

Select one
Brian Jamison ▼

☐ Write us a comment

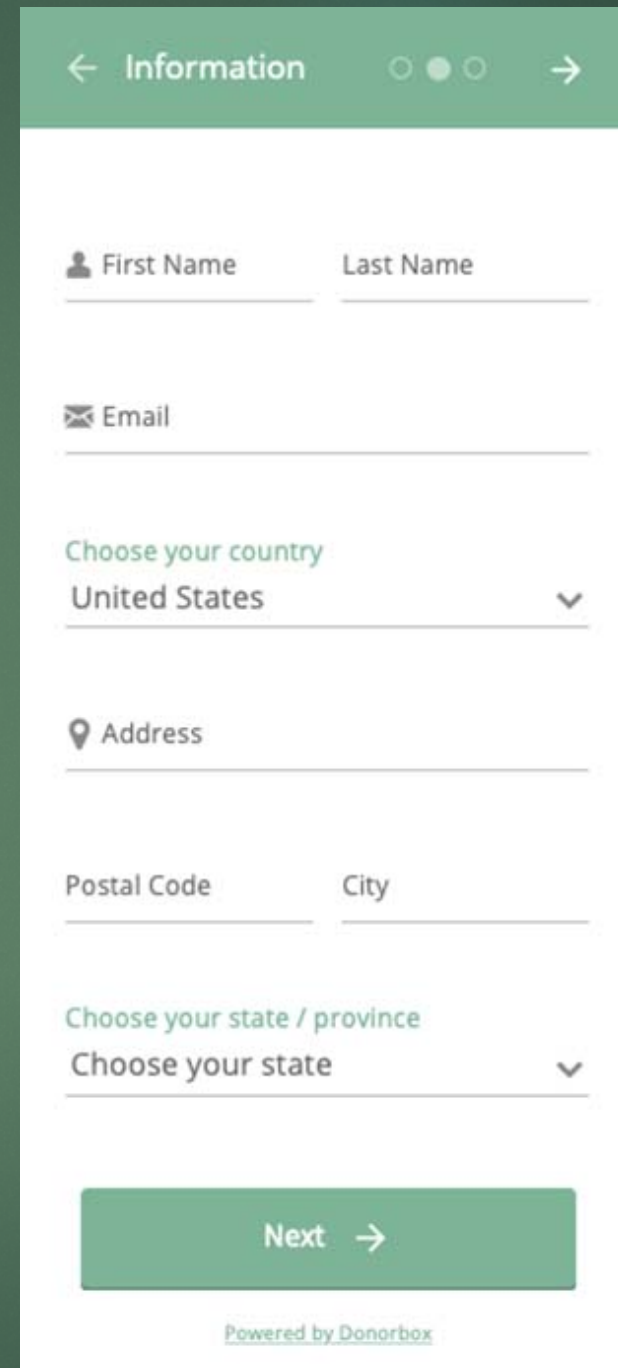
One-time Monthly

Next →

Powered by Donorbox

Information Page

1. Enter Name
2. Enter Email Address
3. Choose Country if not in United States
4. Enter Address, Postal Code, and City
5. Choose State

A screenshot of a mobile application's 'Information' page. The page has a green header with a back arrow, the title 'Information', three status indicators (two empty circles, one filled), and a forward arrow. The form contains several input fields: 'First Name' and 'Last Name' (with a person icon), 'Email' (with an envelope icon), a country dropdown menu (labeled 'Choose your country' with 'United States' selected), an 'Address' field (with a location pin icon), 'Postal Code' and 'City' fields, and a state/province dropdown menu (labeled 'Choose your state / province' with 'Choose your state' selected). At the bottom is a large green 'Next' button with a right arrow. The footer text 'Powered by Donorbox' is visible at the very bottom.

← Information →

First Name Last Name

Email

Choose your country
United States ▼

Address

Postal Code City

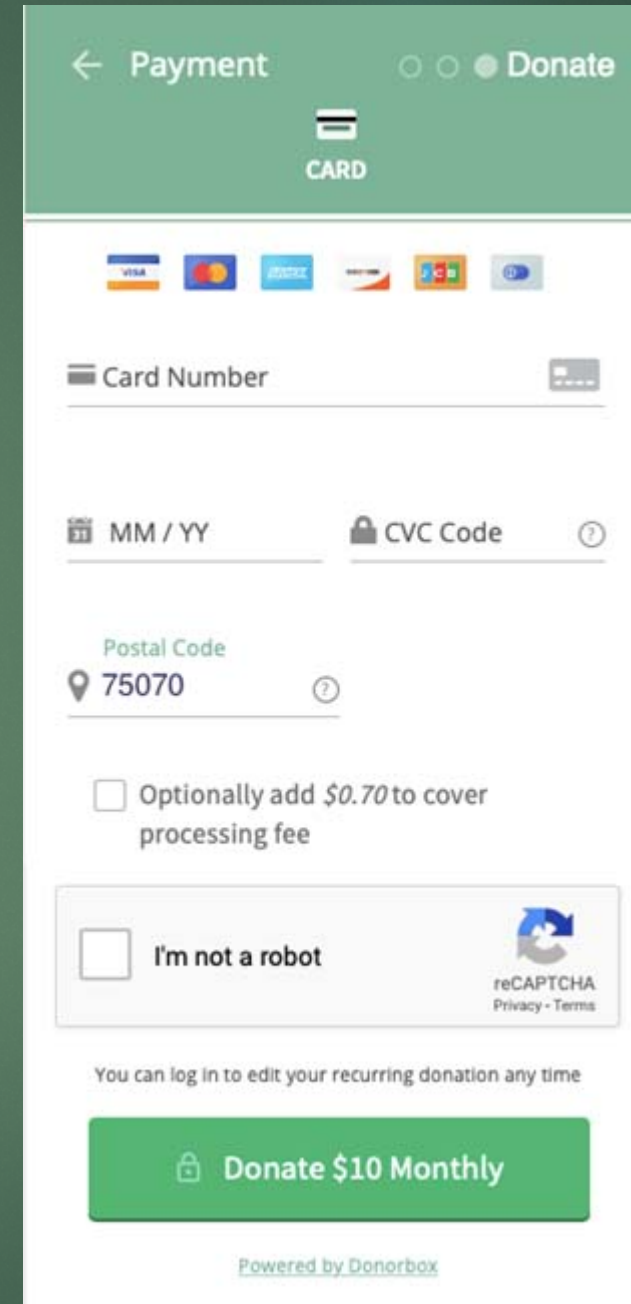
Choose your state / province
Choose your state ▼

Next →

[Powered by Donorbox](#)

Payment Page

1. Enter Credit Card Number
2. Enter Expiration Date and CVC Code
3. Confirm Billing Address Zip Code
4. If you would like to cover the processing fee, check the Option box
5. As a level of security, please check the “I’m not a robot box”
6. Click Donate (The amount you entered to donate along with any processing fee will appear in this box.)



The screenshot shows a mobile payment interface. At the top, there's a green header with a back arrow, the word "Payment", and three radio buttons for "Donate" (which is selected). Below the header, a "CARD" icon is displayed. A row of credit card logos (Visa, Mastercard, American Express, Discover, Google Pay, Apple Pay) follows. The form fields include: "Card Number" (with a card icon), "MM / YY" (expiration date), "CVC Code" (with a question mark icon), and "Postal Code" (with a location pin icon and the value "75070"). Below these is a checkbox labeled "Optionally add \$0.70 to cover processing fee". A reCAPTCHA box contains the checkbox "I'm not a robot" and the reCAPTCHA logo with "Privacy - Terms" link. Below the reCAPTCHA, a text line says "You can log in to edit your recurring donation any time". A large green button at the bottom says "Donate \$10 Monthly" with a lock icon. At the very bottom, it says "Powered by Donorbox".

Thank You Page

After your donation has been processed, you will receive this message below. You will also receive an email (see left).

Thank you

Thank you for bearing fruit in desert places.

Date Palm Consulting

Inbox - TTD 4:33 PM

DC

Thanks for Donating to Date Palm Consulting

To: Tammy Fabian,

Reply-To: Date Palm

Dear Tammy,

This is a receipt for your gracious donation to Date Palm Consulting.

Organization: Date Palm Consulting

Campaign: Date Palm Donations

Donor Name: Tammy Fabian

Amount: \$10

Donation Interval: Monthly

Period: 04/2020

Receipt #: 5952570

Donated At: 04/30/2020 16:33:19 CDT

Payment Method: Visa 6216

Donor Address:

8632 Pilar Way

McKinney, TX

75070

United States

Select one : Tammy Lea Fabian

You can login to your [donor account](#) to update your contribution amount, change payment method, or pause / resume your recurring donations.

Here are the [step-by-step instructions](#).

Thank you,
Date Palm Consulting

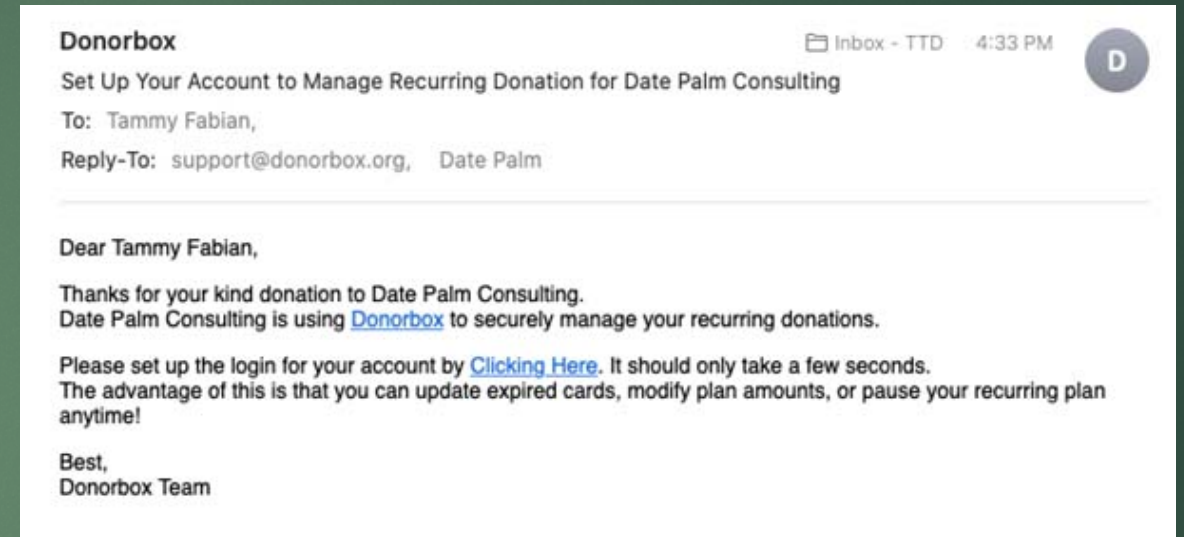
Recurring Monthly Donation

When selecting Monthly, you will receive an additional email.

Two links are provided in the email:

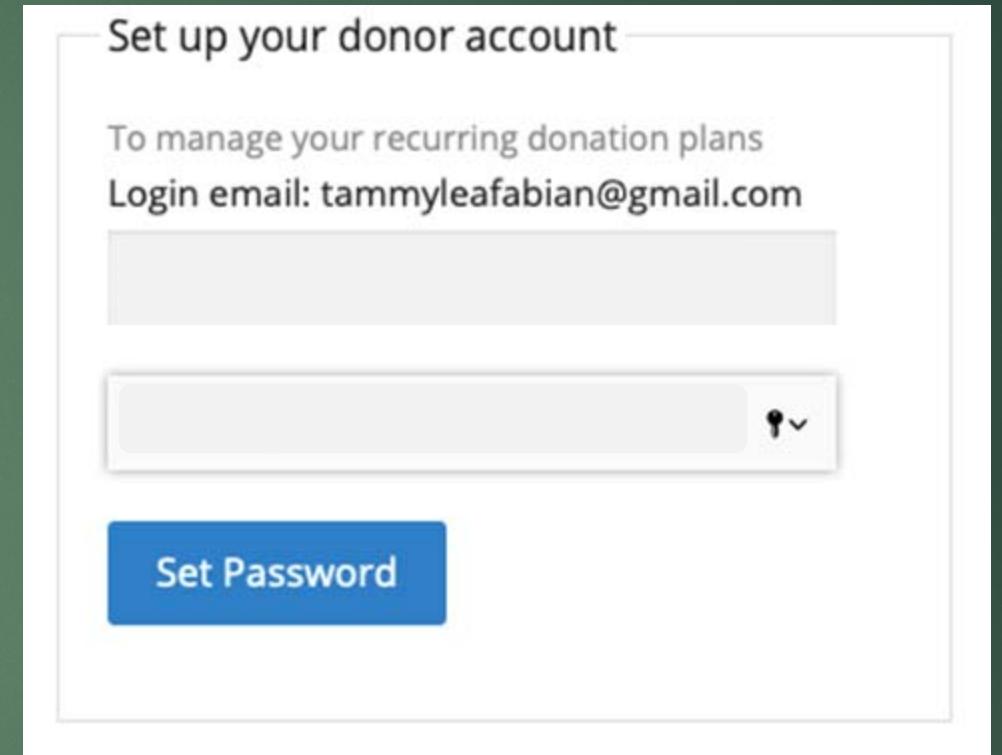
1. **Donorbox** - DonorBox website with access to “Donor Login”
2. **Clicking Here** - DonorBox Account Set-Up page.

For first time users, use the *Clicking Here* link from the email you receive.



Clicking Here Link Page



1. Confirm your email address
2. Enter a password
3. Confirm password
4. Click Set Password.

A screenshot of a web form titled "Set up your donor account". The form is white with a thin grey border. At the top, the title "Set up your donor account" is in a bold, dark grey font. Below the title, the text "To manage your recurring donation plans" is in a smaller, lighter grey font. Underneath that, the text "Login email: tammyleafabian@gmail.com" is in a dark grey font. There are two input fields: the first is an empty text box, and the second is a password box with a key icon and a dropdown arrow on the right. At the bottom of the form is a blue button with the text "Set Password" in white.

Set up your donor account

To manage your recurring donation plans

Login email: tammyleafabian@gmail.com

Management Monthly Donation Plan Page

Password successfully updated!

Your Recurring Donations

Organization ^	Campaign ^	Plan Amount ^	Type ^	Total Donated ^	Started At ^	Last Donation ^	Next Donation ^	Payment Method ^	Status ^	Actions
Date Palm Consulting	Date Palm Donations	\$10	Monthly	\$10	04/30/2020	04/30/2020	05/30/2020	Visa 6216 Stripe	active	Edit History

Two icon links appear to the right on the Date Palm Consulting line:

History - shows all the history-to-date managed by DonorBox.

Edit - allows you to edit the donation.

Edit Monthly Donation Plan

The following can be edited:

1. Payment Method
2. Expiration Date
3. Postal Zip Code
4. Monthly Donation Amount
5. Next Donation Date

It also gives you options to “Pause” and to “Cancel Plan.”

Edit Monthly Donation Plan

Modify Recurring Donations for Date Palm Consulting
Visa 6216 - [Edit Payment Method](#)

Expires 12/2020 - [Edit Expiry or Postal Code](#)

Campaign: Date Palm Donations

Monthly Donation Amount

\$ 10.00

change

Set next donation date

05/30/2020

change

pause

cancel plan

Go back

Questions?

Thank you for your donation.

If you have any questions, please feel free to contact:

Tammy Fabian

Date Palm Consulting

PO Box 6736

McKinney TX 75070

www.datepalmconsulting.com

tammy@datepalmconsulting.org

214-734-5973