

## Instructions for Setting Up a Recurring, Electronic Gift

1. Open your web browser and login to Church Community Builder (CCB) at <https://southsuburban.ccbchurch.com>. Alternatively, you can click on the link from the Online Giving page at <http://www.southsuburban.com/giving/online-giving>. (If you don't already have an account set up, click the Sign Up link on the CCB login page to request an account.)
2. Once you're logged in to CCB, click on the Go To My Profile link on the upper right to manage your profile information. Please take a moment to make sure your contact information is correct.
3. To manage your giving, click on the Give tab at the top of the screen.
4. Select the giving option that you'd like and complete the required form. If you're not sure which fund you want to give to, please select the General Fund.

If you have any questions or comments for us, please feel free to contact the church at 303-798-2406 or [office@southsuburban.com](mailto:office@southsuburban.com).

Thank You!