

# Scheduling Your Reoccurring Gift

## Destiny Leaders

1. Login to your **MY PROFILE ACCOUNT.** ([destinyleaders.com/myprofile](https://destinyleaders.com/myprofile))
  - If you do not have an account, click the **REQUEST ACCESS** on the login page.
2. Choose **GIVE** from the options on the left hand menu.
3. Select **REPEATING GIFT.**
4. Under **GIFT AMOUNT**
  - Choose **CONTRIBUTION** from the dropdown menu.
  - Enter desired dollar amount.
5. Under **"SCHEDULE DETAILS.**
  - Choose desired frequency from the dropdown menu.
  - Choose a **STARTING DATE.** *Start dates must be in the future and be a date that occurs EVERY month. You cannot choose the 29th-31st of the month as your recurring gift date.*
6. Under **CONTINUE UNTIL**
  - Choose which option your prefer
7. Hit **CONTINUE**
8. Select **DEBIT/CREDIT CARD** for payment type.
9. Complete the form.
10. Hit **CONTINUE.**
11. Hit **CONFIRM.**

If you need assistance or have any questions please feel free to contact Amy Dew at [amy@destinyleaders.com](mailto:amy@destinyleaders.com) or 501.887.9933. Office Hours are every Tuesday-Friday from 9am-4pm CST.