How to Renew Your Covenant & Membership at Temple Israel

We recognize the need for our Temple Israel relationships even more during this time of challenge and physical isolation. The Temple Israel Covenant means we are here for each other. We hope you and your family will help us maintain the health of the congregation in all the ways you can.

As we enter this new fiscal year, and you consider your covenant, Temple Israel wants to ensure that we can be present for all members of the community. We also know that there are those in the community who are not going to be able to contribute financially as they did before. Therefore, we ask, if you are able, that you consider increasing your annual pledge to help address those concerns.

By entering into a covenant, regardless of the amount, it allows all of us to be better financial stewards of Temple’s money and to budget for the upcoming year.

This document will guide you through how to renew your covenant, step by step. If you encounter any issues, please email programs@templeisraeltlh.org for assistance. Please note: this is an entirely new process for us, so please be patient while we work out any inconveniences that may arise. We will learn and complete this process together.

*If you prefer to pay through a method other than credit card, please contact the Temple Israel office during regular business hours to have a staff member assist you with this process. We will have to set up your covenant manually.

**Step 1:** Go to templeisraeltlh.org
Step 2: Login

*Note: if you do not remember your email address or password associated with your account, please email a Temple Israel staff member (programs@templeisraeltlh.org, admin@templeisraeltlh.org, or educator@templeisraeltlh.org) to reset your password. Do NOT click “Register Now” as this will not create an account that you can use.

*If you cannot login and still want to fill out the form, you may do so. We can link the form to your account later. However, by logging in, it saves you time because your account will fill in the information we already have.

Step 3: Now that you are logged in...

Scroll down on the home page until you see “Covenant Renewal for 2020-2021”. Once you see the graphic, click on it.

This will take you to the “Membership Application Form” (looks like the picture below).
Step 4: Fill out the form in its entirety (ALL family information, adult information, yahrzeit information, and children’s information).

*If you are already logged in, the information you have given previously will auto populate. Please verify all current information and update as needed, ensuring the information is as accurate as possible. If there are a lot of blanks that did not transfer over from your account, now is a great time to update us with that information! It is imperative that we have the correct information for your family so we can best serve you.

*If you had difficulty logging in, no worries. We can link the form to your account later on. Please fill out everything as accurately as possible. As mentioned previously, it is imperative that we have the correct information for your family so we can best serve you.

*After each section it will prompt you if we need more information:

Step 5: Once the form is complete and accurate, you can click submit!
Step 6: Please indicate which type of membership best fits your family, check for $75 building repairs, and check for $75 building security. Once this is done, please click submit again.

*NOTE: If any of the covenants below do not meet your “fair share” covenant, please select “I will contact the Temple office to discuss my covenant” and then click submit. The form will save the information and we can help you with the financial piece from our office. You will then receive an email from a staff member with instructions for our dues relief application process.

![Image of form with covenant options and submit button]
**Step 7:** Payment—please choose the number of payments, how often you would like to pay and when you would like payments to start. When done, click “Confirm and Continue”.

![Confirm Payment](image)

**Step 8:** Credit Card Information

![Card Details](image)

*We prefer to have a credit card on file to allow for a smoother process when we assist your family with payments. However, we understand not everyone is comfortable with this. If that is the case, we recommend you contact the Temple Israel office during regular business hours to have a staff member assist you with the Membership Renewal process.*