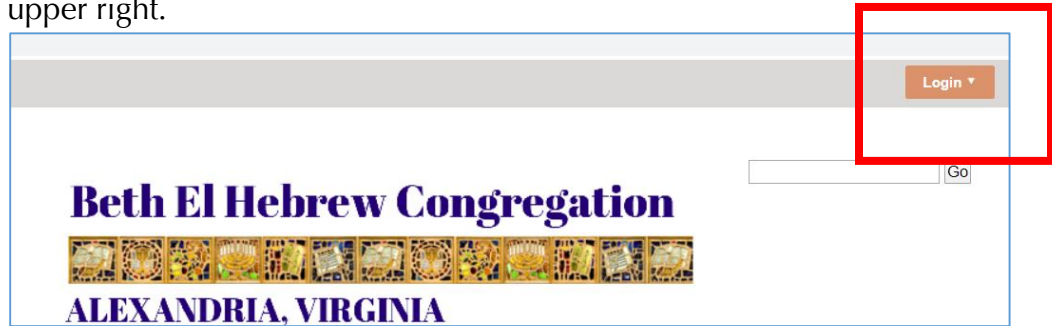
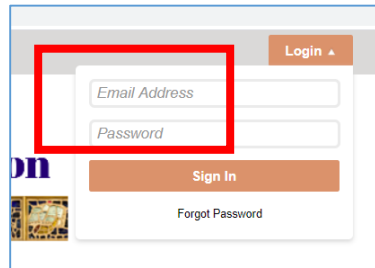


1. **First, log in to your Beth El account.**

- a. From the home page (www.bethelhebrew.org) , click the Login button at the upper right.



- b. This brings up the login screen.



- c. Use the email you have on file with Beth El. If you are not sure what that is, please email office@bethelhebrew.org and ask us.
- d. Use the password you set up the first time you logged in. If you are not sure what that is, or if you have never before logged in, please click on Forgot Password and one will be mailed to the email address we have on file.
- e. Click the Sign In button. You may have to wait for the member-only section to load. You know you are logged in when the menu bar changes from this

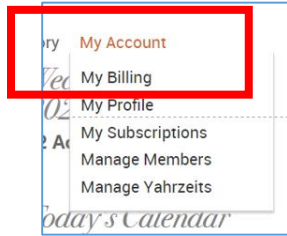


to this.



2. Get to your account.

- a. Mouse over My Account on the menu bar.
- b. Click on My Billing.



3. This opens the My Transactions page.

- a. At the very top, you will see your current balance. Click on Submit a Payment to make a payment.



- b. This opens the Online Payments page. Make sure you select "for account balance" in the "Payment is" section.

Online Payments

p, Beth El offers a variety of ways to contribute to and financially support the community. Donation or way to show your love for the community and to maintain a connection and support.

made online via the form below. We provide some ideas about areas for donation and amounts. These a and donations and sponsorship's of any amount are gratefully accepted. A tax receipt will be issued for

donation receipts for the current year will be issued in the month of February of the following year.

Paying as

Account has a balance of \$0.00
Transaction list below includes \$1,218.75 of future charges.

Party Payer

Payment is for account balance.
 a donation.

Paying For

Date	Description	Payment Must Complete By	Unpaid
04/01/2020	Dues 2019-20 Partial (4 of 4): Membership Dues 2019-2020	06/30/2020	443.75
04/01/2020	Security Fund 2019-20 Partial (4 of 4): Security	06/30/2020	25.00

- c. Once you select "for account balance," you will see all current and future charges below it.
- d. You can check the boxes to the right of the payments you wish to make at this time and the total of them will show in the Amount box.

Paying For	Date	Description	Payment Must Complete By	Unpaid	<input type="checkbox"/>
	04/01/2020	Dues 2019-20 <i>Partial (4 of 4): Membership Dues 2019-2020</i>	06/30/2020	443.75	<input checked="" type="checkbox"/>
	04/01/2020	Security Fund 2019-20 <i>Partial (4 of 4): Security Fund 2019-2020</i>	06/30/2020	25.00	<input checked="" type="checkbox"/>
	07/01/2020	Building Use - Facilities Fund # 7 of 8 (A)	-	375.00	<input type="checkbox"/>
	07/01/2021	Building Use - Facilities Fund # 8 of 8 (A)	-	375.00	<input type="checkbox"/>
Amount	\$	468.75			

OR you can type in an amount to be credited against what you owe.

Paying For	Date	Description	Payment Must Complete By	Unpaid	<input type="checkbox"/>
	04/01/2020	Dues 2019-20 <i>Partial (4 of 4): Membership Dues 2019-2020</i>	06/30/2020	443.75	<input type="checkbox"/>
	04/01/2020	Security Fund 2019-20 <i>Partial (4 of 4): Security Fund 2019-2020</i>	06/30/2020	25.00	<input type="checkbox"/>
	07/01/2020	Building Use - Facilities Fund # 7 of 8 (A)	-	375.00	<input type="checkbox"/>
	07/01/2021	Building Use - Facilities Fund # 8 of 8 (A)	-	375.00	<input type="checkbox"/>
Amount	\$	500			

- e. Then click Continue to Payment at the lower left of the page.

4. **This brings you to the Confirm Payment page.**

- a. If you have a credit card on file, that will be the first option.
Or you can click New Online payment by: Credit Card to put in a different card.

Or you can select new Online payment by: eCheck.

Confirm Payment

Paying **\$468.75** for **Account Payment**

Account [Redacted]

Payment Method MC... exp 08/24 on Online payment by:

New Online payment by: Credit Card

New Online payment by: eCheck

Convenience Fee Include Don't Include

\$0.00 *What's this?*

Total **\$468.75**

Confirm and Continue »

- b. If you put in a new or first-time credit card number, you will have an option to set that as your preferred/saved payment option for the future.
- c. When the payment method information is complete, click Pay Now at the lower left. You will get a confirmation on the screen and an email will come to the address we have on file.

Thank You

Your payment has been received.

[View Account](#)

[View Now](#)