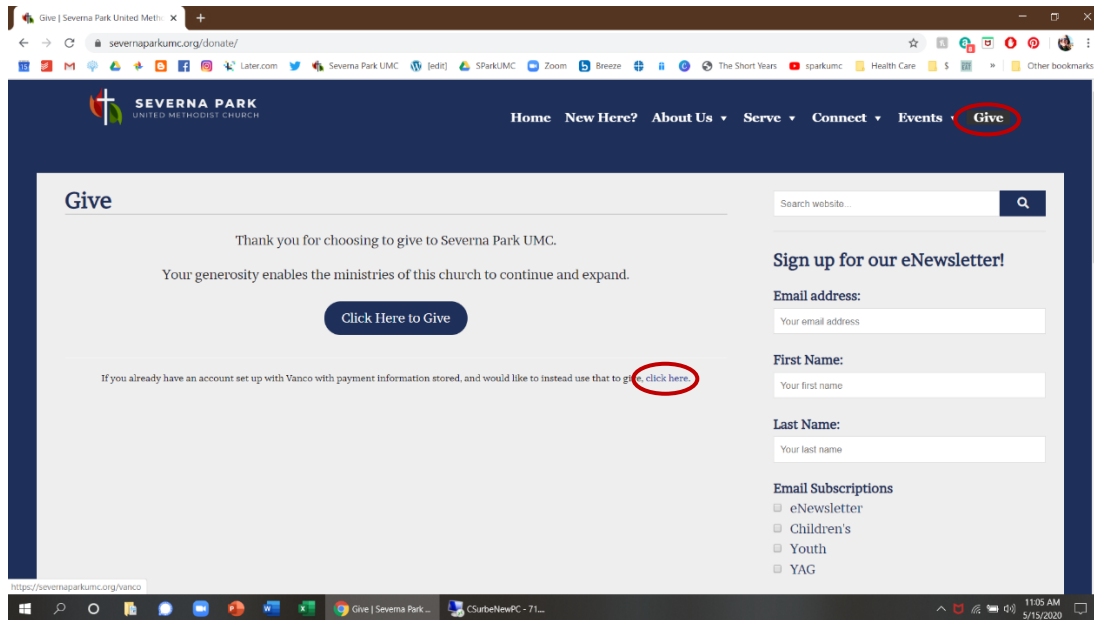
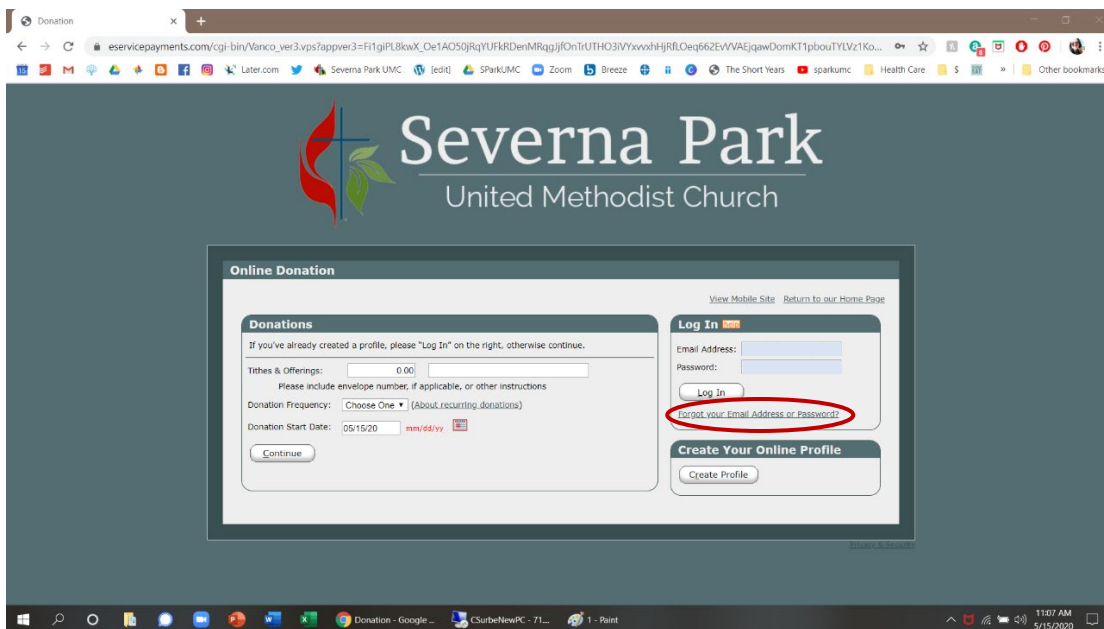


Cancelling Auto-Giving in Vanco

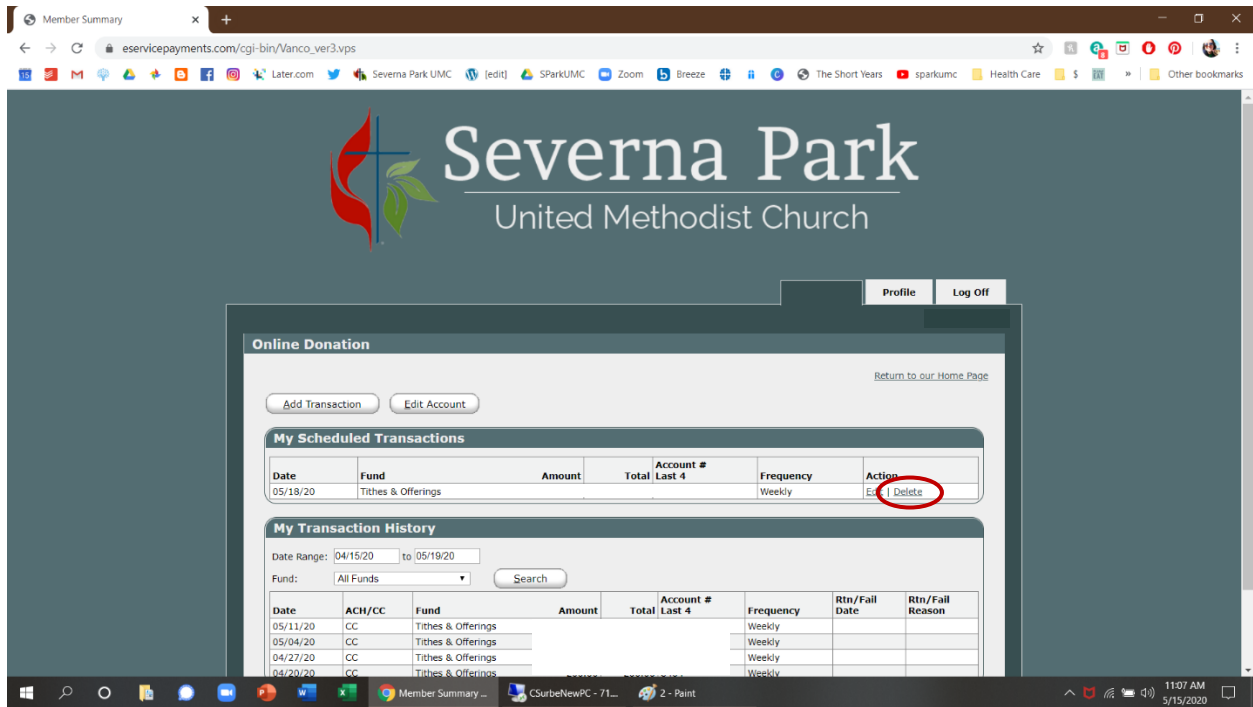
- Visit <https://severnaparkumc.org/vanco> or go to the Give page (<https://severnaparkumc.org/donate>) and click the very small link below the button, where it says "If you already have an account with Vanco..."



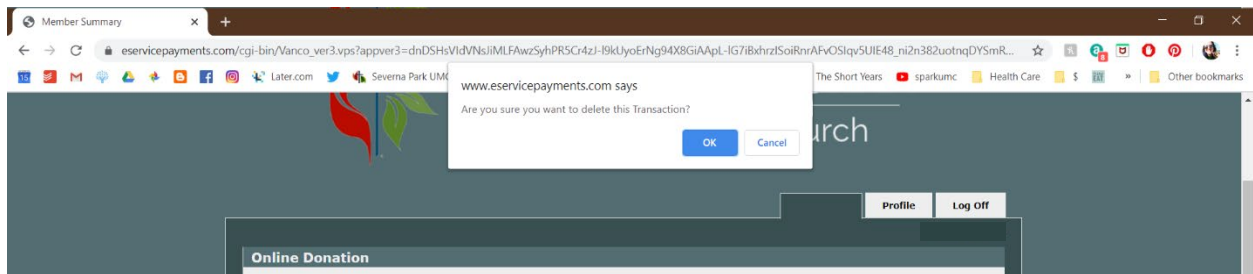
- Use the area to the right under the heading "Log In" to login to your Vanco account.
 - o If you don't remember your credentials, you can click the link below that says "Forgot your Email Address or Password?"



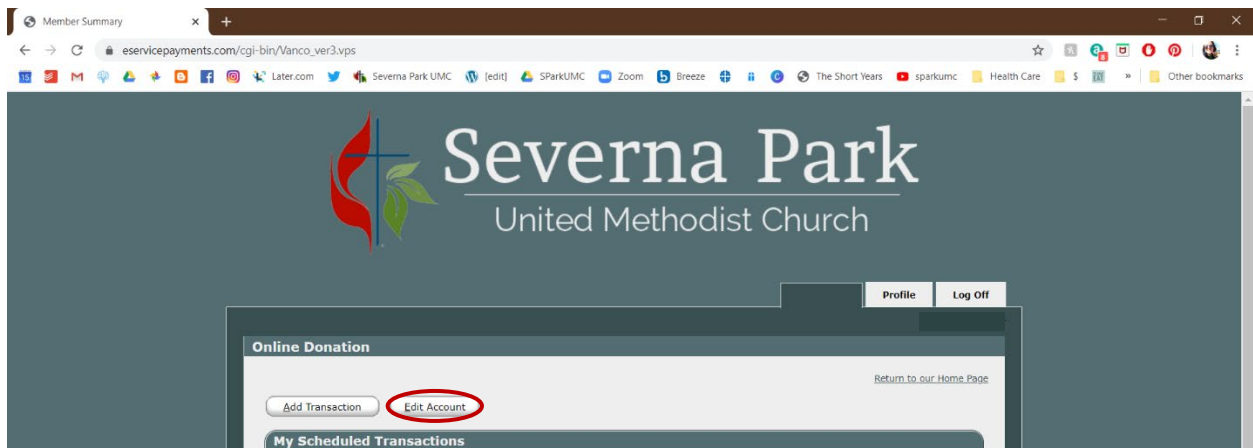
- Once you're logged in, you should see a screen with your Transaction History, and, at the top your Scheduled Transactions. Click "Delete" on the right to delete the recurring transaction.



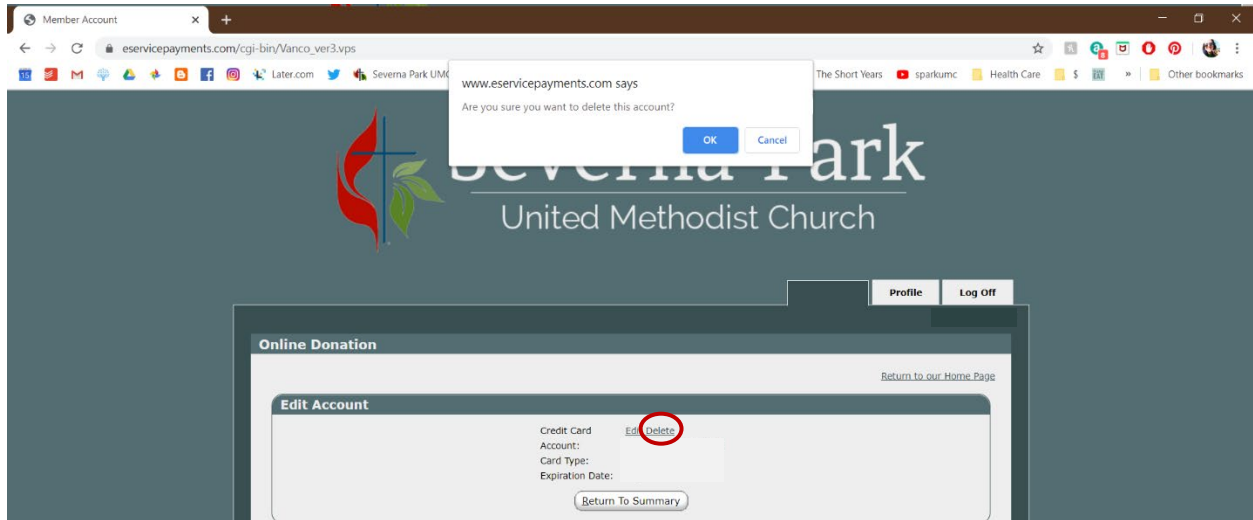
- A dialog box will pop up, asking if you're sure. Click "OK"



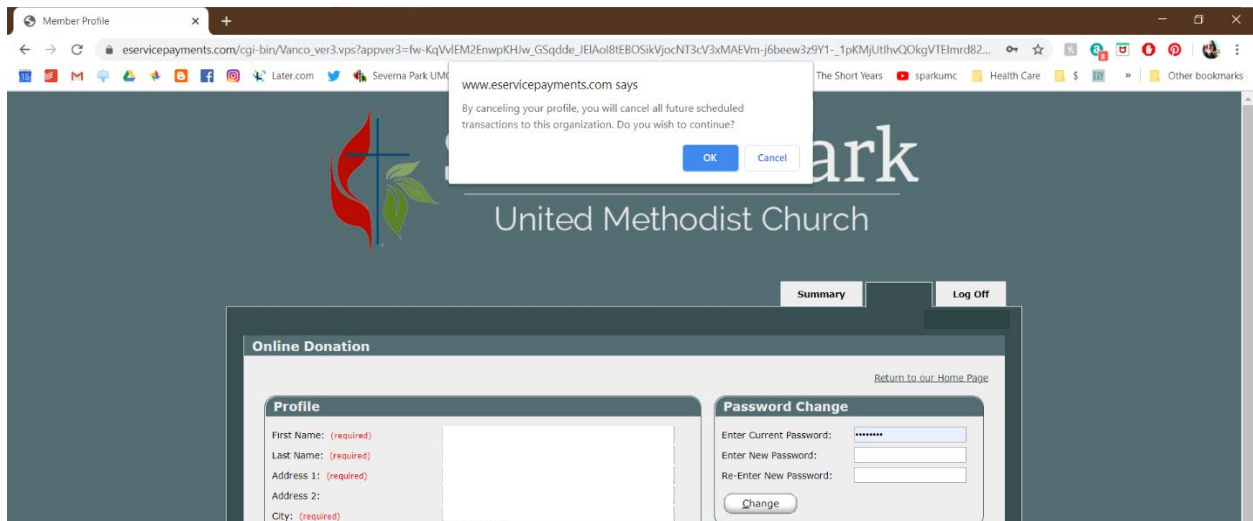
- Now click "Edit Account"



- On the next screen, click "Delete" to delete your payment method from Vanco. Another dialog box will show up after you click "Delete." Go ahead and click "OK" on this one too.



- Finally, click on the Profile tab (next to "Log Off" – refer to the picture above if you can't find it). Click Cancel Profile. Click OK on the dialog pop-up.



- You're done!