

## Sponsorship Payment Instructions

## Checks

- 1. Make your check out to "New Hope Uganda Ministries".
- 2. Please do not write your child's name in the memo. Instead, include a separate note.
- 3. Mail to, PO Box 154 Belle Fourche, SD 57717.

## **Bill Pay Checks**

We encourage donors to choose this option as it saves the ministry the 3% processing fee associated with online donations and can be set up as a recurring payment like an online donation.

Bill pay checks can be set up with your bank and can typically be set-up through online banking.

## **Online Donations**

- 1. <u>www.newhopeuganda.org/give</u>
- 2. Click on "Donate in the US" under the American flag.
- 3. Skip the first section entitled "Donation Amount" and fill in payment information starting in the "Sponsorship Donation" section.
- 4. If you would like your payments to recur,
  - Choose monthly, quarterly, or yearly.
  - Your recurring payments will automatically be set up to recur on the day you are making your first payment or you can click on "today" and set your recurring payments up for a different date.
  - The system defaults to a one-time donation, so unless you select monthly, quarterly, or yearly, you will only give once.
- 5. If you would like to save New Hope Uganda Ministries the cost of the 3% processing fee you can choose to add that amount to your donation.
- 6. In the box entitled, "Additional Info", please put your child's (or Ugandan missionary) name.
- 7. At the bottom, you will be required to fill out your contact and payment information.
- 8. After you submit your payment, a receipt will be sent to your email.

*Please remember that when you receive a new credit card, to update your information by calling our office at 605-717-0315. If your card is declined a link will be sent to you to update your information.* 

Questions? Please contact us! 605-717-0315 office@nhum.org

If you have a question specifically about your child, please contact our sponsorship office in Uganda. <u>sponsors@newhopeuganda.org</u>

New Hope Uganda Ministries requires your personal information so that we can contact you if there is an issue with your payment, send receipts for tax-purposes, and to provide you with ministry updates. Your privacy is important to us and we will never sell or give your personal information to another business or organization. If you would like your contact information to be removed from our database, please send a request to donations@nhum.org.