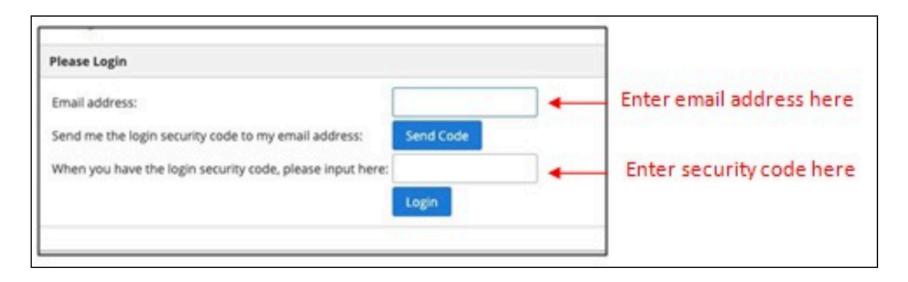1. Click the green "Get Started" button. You will be directed to the following login page.

2. Enter your email address in the email address field and click "Send Code".
3. Check your email for a security code.
4. Enter the security code into the second field and click "Login". You will be directed to the donation receipt download page.

5. Select your offering number and the year of the donation receipt you would like to download. Click "Get Receipt" to confirm.
6. Click "Download" to finish downloading your receipt.