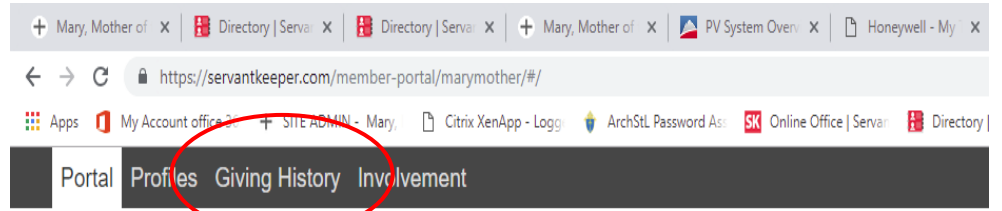


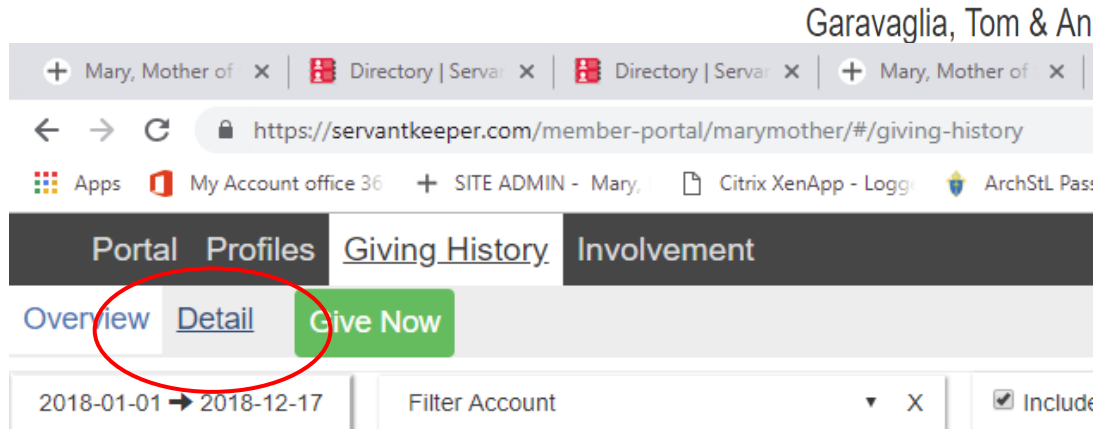
Printing your Contribution Statement from the Member Portal

It's that time of year - time to gather your documents for preparing your tax return. If you have received an email invitation to logon and have not yet done so, please login to the Member Portal (you can find the link on our parish website home page). Contact the parish office if you have not received an invitation.

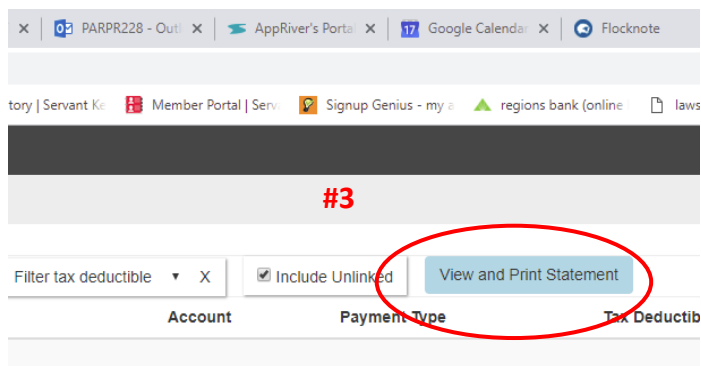
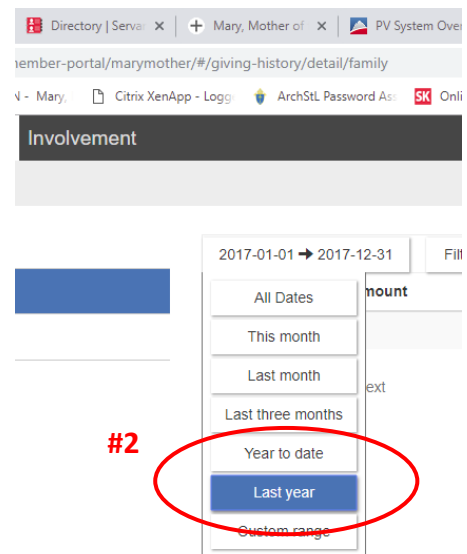
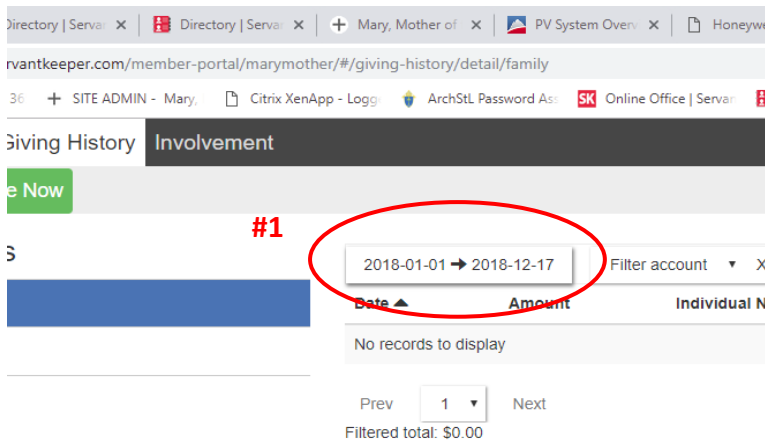
Once logged in, click on "Giving History" at the top of your screen.



Then click on "Detail"



Click on the date range (fig. #1), then select the time frame (fig. #2). (Most people will select "Last Year") Finally, press "View and Print Statement" (fig. #3)



A window will appear with your statement, ready to print!