



REGISTRATION PAYMENT INSTALLMENTS INSTRUCTIONS

Step 1	Click on register here on the homepage to access the registration form portal
Step 2	Once you select your package or a la carte items, click pay for this in installments. A new window will open that will prompt you to enter your email.
Step 3	Once you enter your email, click next. It will prompt you to enter a password, but you will click forgot password.
Step 4	Your email should show up in the box. Click Reset. If you have ever registered within our system in the past for AIM Holy Convocation, Worker's Meeting, Bishop's Forums, Virtual Conferences, you should already have an account.
Step 5 Account Found	You should see a message on the screen that says: Got it, please check your email for reset password instructions. (Check your inbox, junk and spam for an email from easytithes.) Create a password to enter the Easytithes finance portal.
Step 5 Account Not Found	If you see a message on the screen that says: "Sorry, we could not find an account with that email. Please try again or setup an account if this is your first time" You should close the window and complete Steps 1 and Step 2 again. You will see at the bottom of the page the following: Don't have a giving account? Create One. Click on Create One. Fill out all the information that you are prompted to complete and then click register.
Step 6	Once you are logged in on the 2026 Jurisdictional Women's Convention Registration page, and have clicked on pay for this in installments, you will have the choice to click on manual payments or automatic payments. The minimum payment is \$50.00. You will determine to do weekly, bi-weekly, or monthly payments. You will then enter payment information and click submit.