

St Nicholas Online Payment Instructions

1. [Go to the PayerExpress Payment Portal Website](#)
2. Enter and confirm your first and last name, confirm you are not a robot then click Pay Now

First and Last Name

Confirm First and Last Name

I'm not a robot  reCAPTCHA
[Privacy - Terms](#)



3. Enter in your information in the blue box. The email address you enter will receive the confirmation email and will be used later to create a login to setup recurring payments.

Home

Name

Phone

Email

Country

City

Street Address

State

Street Address Line 2

ZIP Code

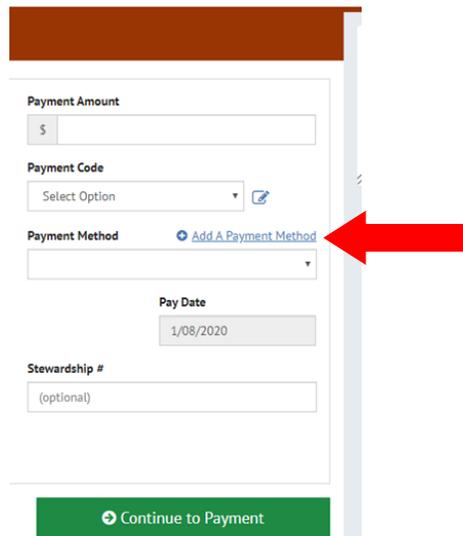
4. Next, enter your payment amount and select the Payment Code. This is where you want your money to be directed, in most cases it will be 01 Stewardship General Fund. Choose the appropriate Payment Code for your payment.

Payment Amount

Payment Code
 

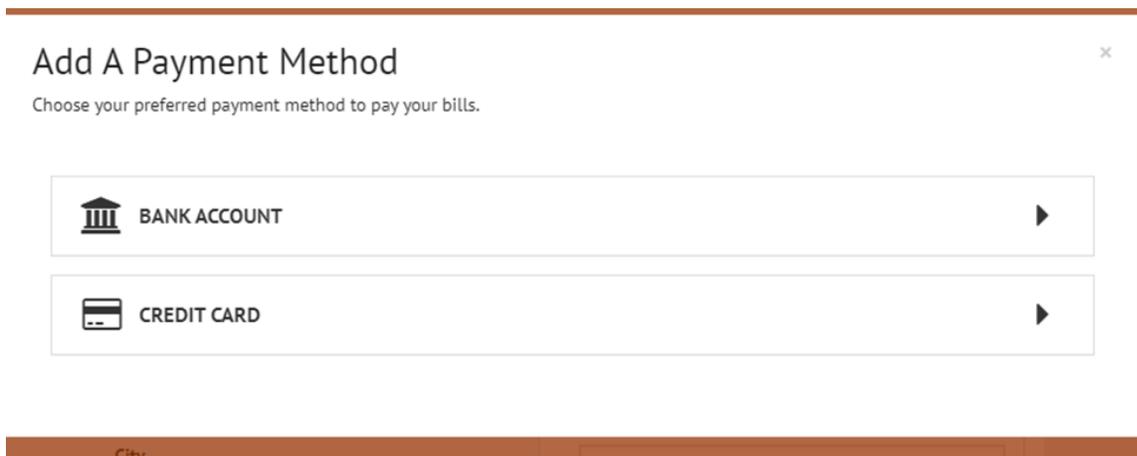
- Select Option
- 01-Stewardship General Fund
- 02-Stewardship Building Fund
- 03-Phase 3 Expansion Commitment
- 04-Altar Candles
- 05-Altar Flowers
- 06-Coffee Social
- 07-Memorial Donation
- 08-Argonauts
- 09-Basketball
- 10-Catechism
- 11-Choir
- 12-Greek School
- 13-I.O.Y.
- 14-Opal Dance
- 15-Opal Fest
- 16-Philothonos
- 17-Parish Events
- 18-St Nicholas Golf League
- 19-Endowment Fund Donation

5. Next, click Add a Payment Method to enter in your Payment Method.



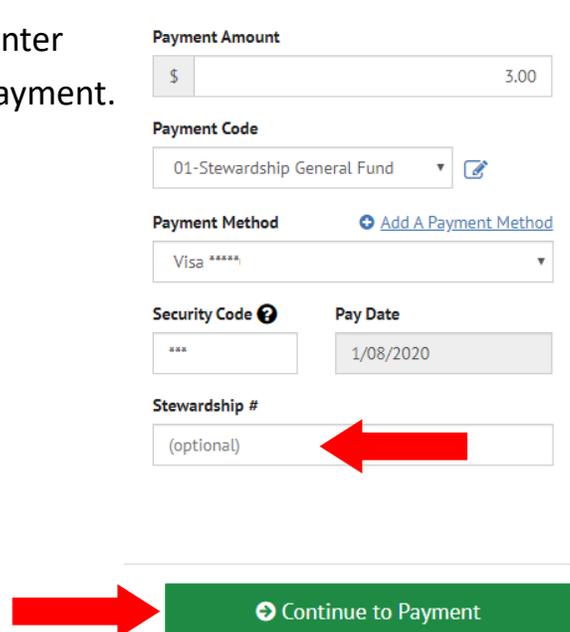
The screenshot shows a payment form with the following fields: Payment Amount (with a dollar sign and a text input), Payment Code (with a dropdown menu showing 'Select Option' and an edit icon), Payment Method (with a dropdown menu and a blue link 'Add A Payment Method' that has a red arrow pointing to it), Pay Date (with a date input showing '1/08/2020'), and Stewardship # (with a text input and '(optional)' below it). At the bottom is a green button with a right arrow and the text 'Continue to Payment'.

You can select to make your payment through your Credit/Debit card or with your Bank Account. Click the arrow for your preferred payment method and enter in your information.



The dialog box is titled 'Add A Payment Method' and has a close button (X) in the top right corner. Below the title is the instruction 'Choose your preferred payment method to pay your bills.' There are two main options, each in a white box with a right-pointing arrow: 'BANK ACCOUNT' with a bank icon, and 'CREDIT CARD' with a credit card icon.

6. Once your payment information has been entered, enter your Stewardship number and then click Continue to Payment.



This screenshot shows the payment form with the following fields: Payment Amount (with a dollar sign and a text input containing '3.00'), Payment Code (with a dropdown menu showing '01-Stewardship General Fund' and an edit icon), Payment Method (with a dropdown menu showing 'Visa *****' and a blue link 'Add A Payment Method'), Security Code (with a text input containing '***' and a help icon), Pay Date (with a date input showing '1/08/2020'), and Stewardship # (with a text input and '(optional)' below it, and a red arrow pointing to it). At the bottom is a green button with a right arrow and the text 'Continue to Payment', with a red arrow pointing to it.

7. The next screen will show you a summary of your payment. Make sure everything is correct, and agree to the terms and conditions. Then select Make Payment.

PAYMENT SUMMARY

1 Donation \$3.00

Payment Method: Visa **** [Add A Payment Method](#)

Security Code: *** Payment Date: 1/08/2020

Payments confirmed before Wednesday, January 08, 2020 8:00 PM ET will be posted on Wednesday, January 08, 2020. Payments confirmed after Wednesday, January 08, 2020 8:00 PM ET will be posted on Thursday, January 09, 2020.

Terms and Conditions

These terms and conditions are designed to provide you information on the services we provide and outline important conditions that apply to your using this service. PNC and various third party vendors provide the Internet bill presentation and payment service. It is subject to the consumer banking regulatory protections described in Regulation E of the Electronic Fund Transfers Act. When you open your account with us, or any third party vendor acting on our behalf, you, and any person you authorize to perform functions on your account, agree to these terms and conditions.

1. Erroneous Instructions. If we receive a payment instruction authorized by you and the instruction is erroneous in any way, we shall have no obligation or liability for the error.

2. Transaction Limitations. Please be aware that certain types of bank accounts have limits on the numbers of transfers or withdrawals that may be made per month. Your bank may refuse transfers which would exceed such limits, so we recommend you check with your bank to determine what limitations are.

[Print Terms and Conditions](#)

Name:

Email:

[Update Customer and Address Information](#)

By checking this box you agree to the terms and conditions stated above.

By clicking the **Make Payment** button, I confirm that today, Wednesday January 08, 2020, I am authorizing a one-time debit from my Visa account ending in **** in the amount of \$3.00 USD to be remitted to Saint Nicholas Greek Orthodox Church. This debit will occur on or after Thursday January 09, 2020.

If you have any questions regarding this transaction request, please call 248-362-9575.

PAYMENT DETAILS [Export](#)

Stewardship #	Payment Amount	Payment Code
NAME Joe Smith	3.00	01-Stewardship

8. You will then see a confirmation screen outlining your transaction. You may print for your records and from here, you can begin the process to create an account and create recurring payments.

Confirmation

Thank You! Your payment has been made.

[Print Confirmation Page](#)

Joe Smith

760 West Wattles Road
Troy, MI 48098

You have been provided a confirmation number. Please save this page for your records.

Payments confirmed before Wednesday, January 08, 2020 8:00 PM ET will be posted on Wednesday, January 08, 2020. Payments confirmed after Wednesday, January 08, 2020 8:00 PM ET will be posted on Thursday, January 09, 2020.

If you have any further questions about payments to Saint Nicholas Greek Orthodox Church, please contact our office at 248-362-9575 .

Payment Date	1/08/2020
Payment Method	Visa ****
Total Payment	\$3.00

Name	Confirmation #	Payment Amount
Joe Smith	123456	\$3.00

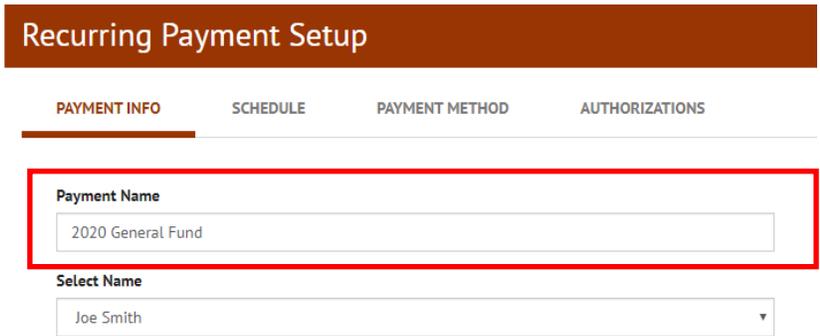
[Enroll With Your Current Information](#)
[Return to Home](#)
[Log Out](#)

Go through the prompts to create and activate your account.

9. Once you've created and logged into your account, click on Recurring Payment Setup then click the green box and Create New Recurring Payment.



Give your Recurring Payment a name, for example you can use 2020 General Fund, 2020 Building Fund, etc.

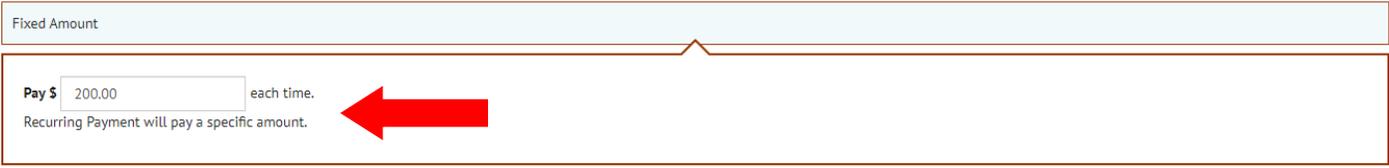


The follow the prompts and select when you'd like the payments to start, how much each payment will be, and how long you'd like to continue making the payments.

When would you like to make your payment?



Payment Amount



Keep Making This Payment Until



Continue through the remaining prompts with your payment information to complete the setup.

If you have any questions, please don't hesitate to contact the Church Administration Office at 248-362-9575 or Office@StNicholasTroy.org