

How to Setup Recurring Payments with WKMS

1) Navigate to the “Donate” page of the WKMS website and click “Create Account”

Share the power of the human voice.

Your gift ensures that fact-based journalism and meaningful music remain freely available to all in your community – regardless of who they are or how much they make. 85% of our funding comes from local sources. Be a part of this important work and a champion for public media. Donate today.

If you would like to make a **one-time donation**, please select the gold option below that is labeled “One-Time Donation”.

If you are a **recurring donor** or would like to become one, please create an account and log in below to set up your payment schedule.

ONE-TIME DONATION ▶


Returning Users *

Enter User Name

Enter Password

[Forgot username or password?](#)

LOGIN ▶

 [Create Account](#)

2) Put in all required information – for “Secret Question”, you have the ability to determine what the question is. Some examples include your mother’s maiden name, name of your first pet, etc. When finished, click “Register”.

User Registration

Is Business Account

Username *

Confirm Username *

First Name *

Last Name *

Secret Question *

Secret Answer *

Confirm Secret Answer *

Address *

Suite/APT#

City *

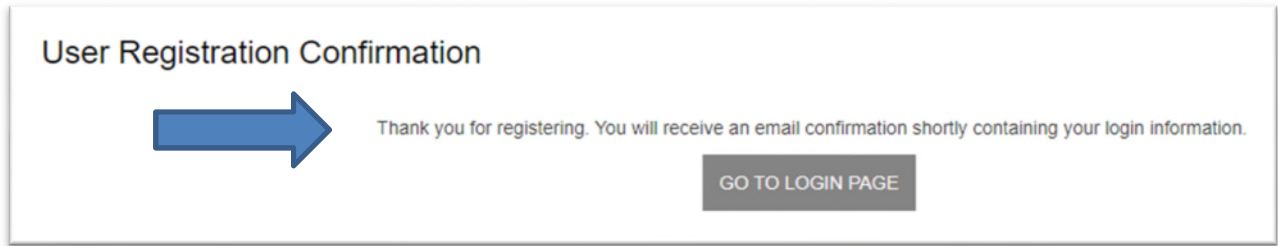
State/Region *

Postal Code *

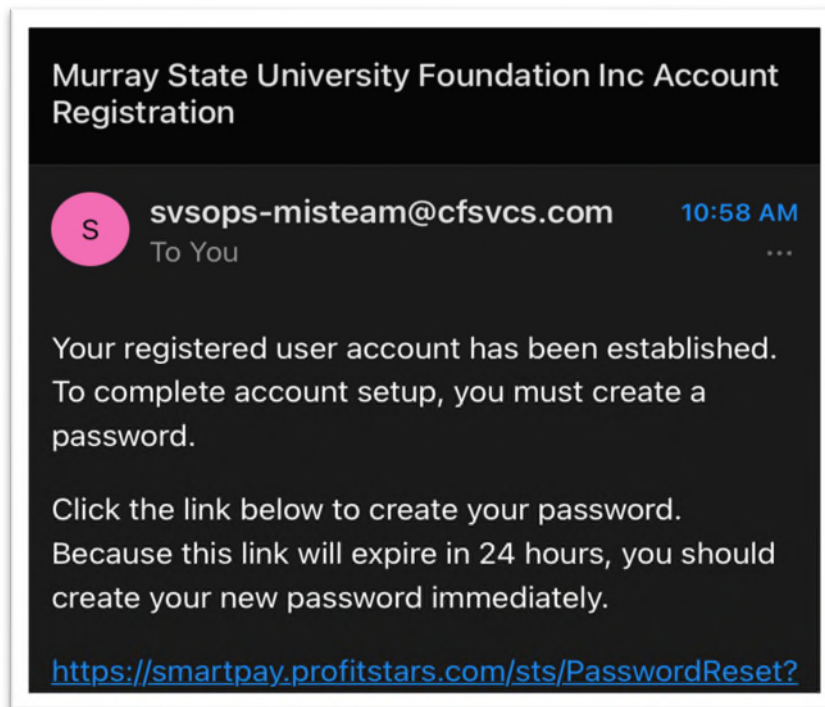
Country *

Phone *

3) Once you have clicked "Submit", you will see the following screen. Please navigate to the email that you previously entered in order to set up your new password.



4) You will receive an email that looks similar to the one below. Click on the link that is included in the email and it will prompt you to answer your secret question, as well as set up your new password. Examples of all screens are below.



AA smartpay.profitstars.com

Security Challenge

Answer the security question below to reset your password.

Question

What is your mother's maiden name?

Answer

Enter Answer

Submit Answer

©1998-2021 Jack Henry & Associates, Inc. All rights reserved.

AA smartpay.profitstars.com

Update Password

Please enter and confirm a new password.

New Password

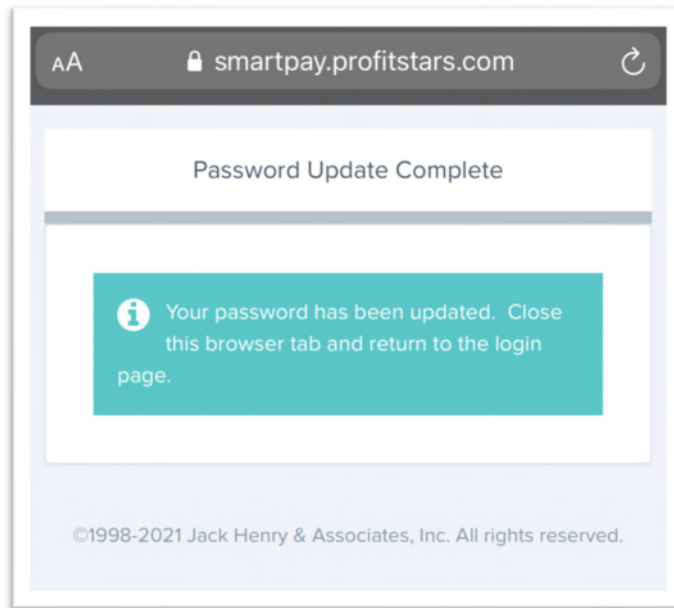
Enter New Password

Confirm Password

Enter Confirm Password

Update Password

©1998-2021 Jack Henry & Associates, Inc. All rights reserved.



5) Once you have finished setting up your password, navigate back to the main WKMS Donate page to enter your new credentials (email address & new password) and click “Login”.

Share the power of the human voice.

Your gift ensures that fact-based journalism and meaningful music remain freely available to all in your community – regardless of who they are or how much they make. 85% of our funding comes from local sources. Be a part of this important work and a champion for public media. Donate today.

If you would like to make a **one-time donation**, please select the gold option below that is labeled "One-Time Donation".

If you are a **recurring donor** or would like to become one, please create an account and log in below to set up your payment schedule.

ONE-TIME DONATION ▶

Returning Users *


Enter User Name

Enter Password

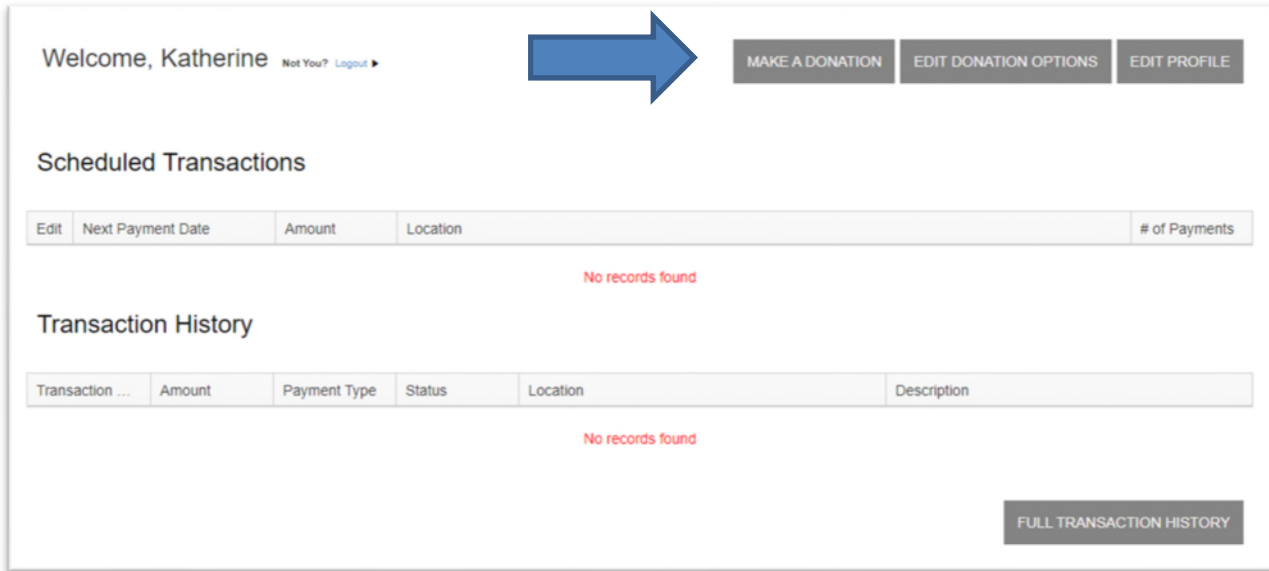
[Forgot username or password?](#)

LOGIN ▶

[Create Account](#)



6) Once you are successfully logged in, you will see the screen below. Navigate to “Make a Donation” to set up your new recurring payment.



Welcome, Katherine [Not You?](#) [Logout](#) ▶

MAKE A DONATION **EDIT DONATION OPTIONS** **EDIT PROFILE**

Scheduled Transactions

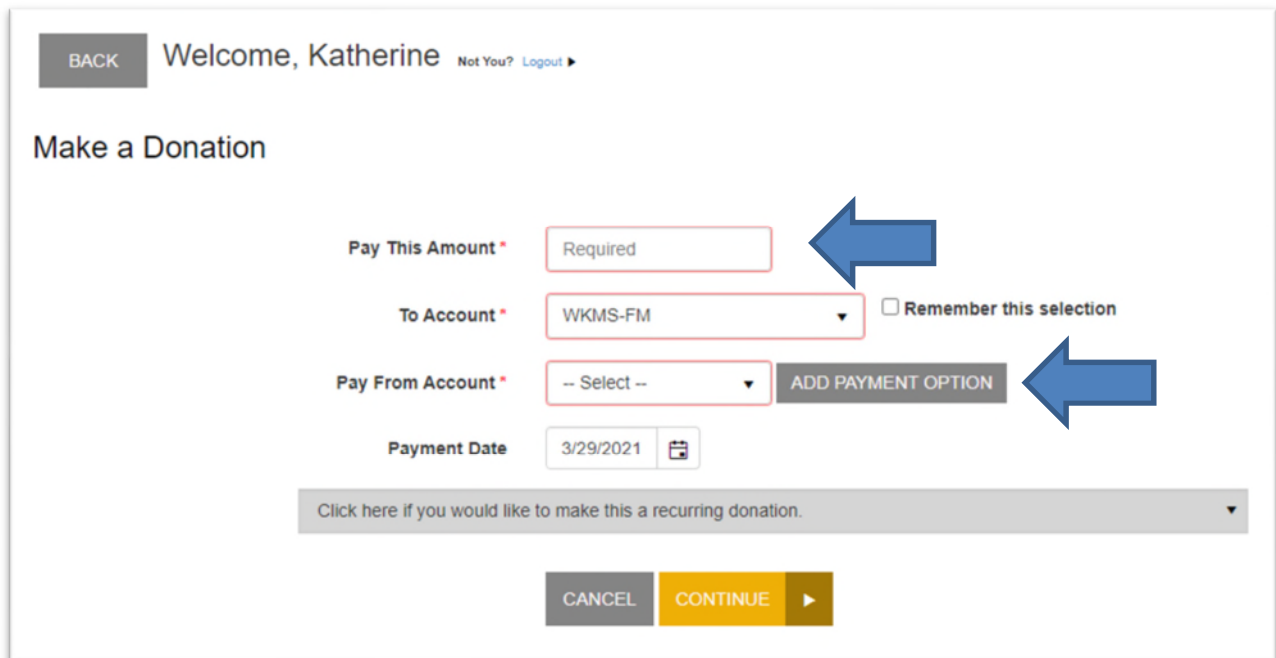
Edit	Next Payment Date	Amount	Location	# of Payments
No records found				

Transaction History

Transaction ...	Amount	Payment Type	Status	Location	Description
No records found					

FULL TRANSACTION HISTORY

7) Type in the amount you would like to donate monthly and click “Add Payment Option”.



BACK Welcome, Katherine [Not You?](#) [Logout](#) ▶

Make a Donation

Pay This Amount * ←

To Account * Remember this selection

Pay From Account * **ADD PAYMENT OPTION** ←

Payment Date

[Click here if you would like to make this a recurring donation.](#) ▼

CANCEL **CONTINUE** ▶

8) Here you will input your bank's information. Once you have input all the required information, click "Add Payment".

Payment Options

CFSB - Checking Account ending in 3228

+ Add Payment Option

Payment Type * Bank

Account Type * Checking

Name On Account *

Routing Number *

Account Number *

Account Nick Name

Address *

City *

State/Region * -- Select --

Zip *

Country * USA

Same as profile

RESET ADD PAYMENT

9) You will be directed back to the page below, where you will finish setting up your new monthly payment schedule. Click the grey bar that says "Click here if you would like to make this a recurring donation" and select your frequency, payment day, and start date. If you would like to set up a certain amount of payments, please enter that number. If you would like the monthly donation to auto-deduct until you say otherwise, select the checkbox that says "Infinite Payment". This can be changed or deleted at any time. Once you are finished, click "Continue".

****Note: If you would like to start donating on the day that you are setting up the payment schedule, please select "Include a Single Payment Now".**

Make a Donation

Pay This Amount * Required

To Account * WKMS-FM Remember this selection

Pay From Account * -- Select -- ADD PAYMENT OPTION

Payment Date 4/22/2021

Click here if you would like to make this a recurring donation.

Frequency * Once a Month

Payment Day Last Day

Start Date 4/30/2021

Of Payments *

Next Payment Date 4/30/2021

Infinite Payment

Include a Single Payment Now

CANCEL CONTINUE

10) You will see the confirmation page shown below where you can do a final review of the information you input. If everything is correct, click "Agree and Submit". Congratulations, you are officially a recurring donor to WKMS!

Confirmation

Amount \$1.00

To Account WKMS-FM

From Account CFSB

Next Recurring Payment \$1.00 - Once a Month on the 1

Include a Single Payment Now No

Authorization Agreement

I, **Katherine Kelly**, authorize **Murray State University Foundation Inc** to electronically debit my account for the amount indicated above on a recurring basis. The first payment of \$1.00 will be electronically debited from my account on 4/1/2021, or the next business day. After the first payment, there will be additional debits of \$1.00 on a recurring payment schedule as indicated below.

Frequency:	Once a Month
Payment Day:	4/1/2021
Number of Payments:	999

I understand that it is my responsibility to manage my recurring payment which includes but is not limited to modifying or cancelling any future dated payment

CANCEL

AGREE AND SUBMIT

