

How to Cancel Recurring Pushpay Donation

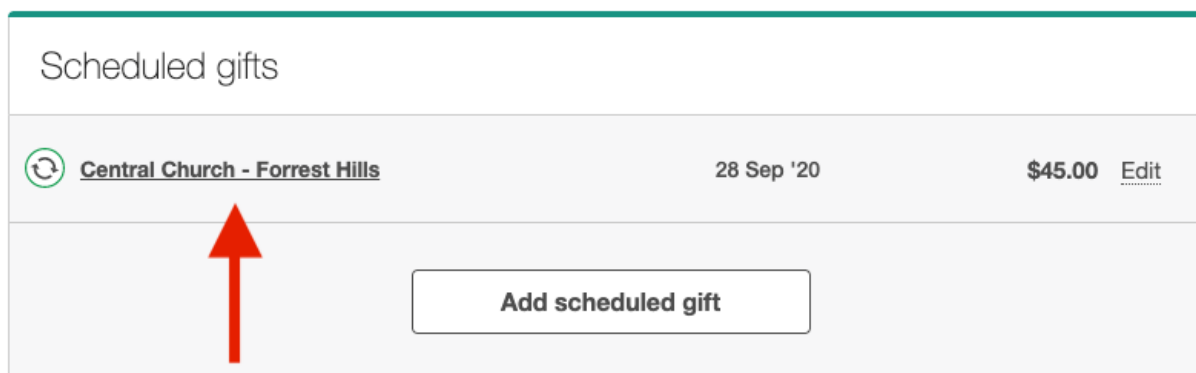
-You can do this from either the Pushpay App or by logging in online to Pushpay.

From the Pushpay App

1. Open the App and enter your passcode or use Touch ID.
2. Tap **recurring** on the bottom navigation.
3. Select the recurring payment you wish to cancel.
4. Tap **cancel**.
5. When the recurring schedule is deleted, you'll see the message:
"Success - You have successfully cancelled this payment schedule. No future payment will occur."

Logging in Online

1. Login to your Pushpay account.
2. On the right-hand side of your screen, you will see a "Scheduled Gifts" section. Click the name of the church next to the gift you wish to edit.



3. Click **Cancel** in the upper, right hand corner of the screen.

Recurring Gift - Active [Cancel](#)

| | |
|---------------------|---|
| Next payment | Monday, September 28, 2020 Pause |
| Amount | USD \$45.00 |
| Full name | Andres Moleono |
| Email | |
| Fund | Stewardship 2020 |
| Repeats | This gift will be made every 2 weeks. The next gift will be made on Monday, September 28, 2020. |

Payment method:

Visa •••••••••• 1111 Expires: 5/22 Last payment: \$45.00

[Home](#) [Edit recurring](#)

4. Click the **Yes** button in the confirmation modal.

Confirm x

Are you sure you want to cancel this recurring gift?
This action cannot be undone.

5. When the recurring schedule is deleted, you'll see the message:
"Success - You have successfully cancelled this recurring gift. No future gifts will occur."

Recurring Gift - Cancelled

Success
You have successfully cancelled this recurring gift. No future gifts will occur.