International Church Matching Gift Instructions for Church Staff Members

1.) Go to [www.dbu.edu/match](http://www.dbu.edu/match)
2.) Type your full name in the box titled “Your Name.”

3.) Fill in the required information about the student, church, and wire transfer in the boxes below.

4.) Upload the signed official church letter by first clicking, “Attach File.” Then, click “Browse…” to select the document from your computer to be uploaded.
5.) Click on the box below to open the Signature Pad.

6.) Sign your name in the Signature Pad and click “Preview Signature.”

7.) Fill in the box labeled, “Date Signed” or click on the calendar to select the date signed.

8.) Finally, click on the ‘Submit Signature’ button to complete the form.
9.) Start the second Church Matching requirement at dbumatch.flywire.com.

10.) Choose your preferred language by clicking on the globe icon at the top of the page.

11.) Type in the amount of US Dollars you want to give through the DBU Matching Gift Program. Then, select the country you are paying from.
12.) Select the payment method you wish to use. Credit card transactions will be processed by banks faster than wire transfers but will have a higher cost. Some countries have more options than others.

<table>
<thead>
<tr>
<th>Payment Options</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boleto</td>
<td>12,069.00 BRL</td>
</tr>
<tr>
<td>Online Transfer/EFT</td>
<td>12,274.00 BRL</td>
</tr>
<tr>
<td>Debit/Credit Card in BRL</td>
<td>12,274.00 BRL</td>
</tr>
<tr>
<td>Installments via Debit/Credit Card in BRL</td>
<td>12,274.00 BRL</td>
</tr>
</tbody>
</table>

I want to pay in another currency
13.) Create a Flywire account by providing your first name, family name, email, and password. Click “Continue with payment” once the user account fields are completed.

14.) Certify you are a church staff member giving specifically to the DBU Church Matching Gift Program by check-marking the next two boxes.
15.) Fill in all required information about the student. The student ID must be seven digits, which usually requires a zero at the beginning.

Student Information

* Name of Church
  International Church of Brazil

* Student ID (ex. 0123456)
  0123456

* Student First Name
  Gabriel

* Student Middle Name
  Lucas

* Student Last Name
  Santos

* Date of Birth
  03/16/1994

* Student Email Address
  gabriel@yahoo.com

* Payment Term
  Fall 2018

16.) Enter all information required of the payer. If the bank account is in the name of the church, enter the full name of the church into both the “First name of Payer” and “Last name” fields.
Payer Information

First name of Payer
International Church of Brazil

Middle name

Last name
International Church of Brazil

Address 1
R. Barão do Triunfo, 1690 - Brooklin Paulista

Address 2

City
São Paulo

State / Province / Region
SP

ZIP / Postal Code

Country
Brazil

How can we reach you via phone if there are questions with your payment?
+55 11 5077-2537

CONTINUE WITH PAYMENT
17.) Click “Continue with Payment” to complete the transaction.

By clicking "CONTINUE WITH PAYMENT" you agree to the Flywire Terms of Use and Privacy Policy.

CONTINUE WITH PAYMENT