

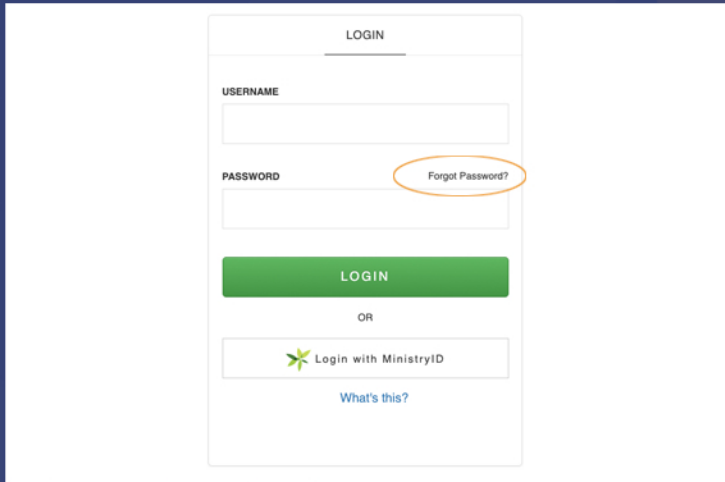
# HOW TO ACCESS YOUR CONTRIBUTION STATEMENTS

**Step 1:** Visit <https://zcf.shelbnextchms.com>

**Step 2:** Log into your account and go to Step 4  
 \* First time logging in? Your username is firstname.lastname (John.Smith for example)

**Step 3:** Click 'forgot password' and follow the instructions

**Step 4:** Once you are in ShelbyNext, click 'my info'



LOGIN

USERNAME

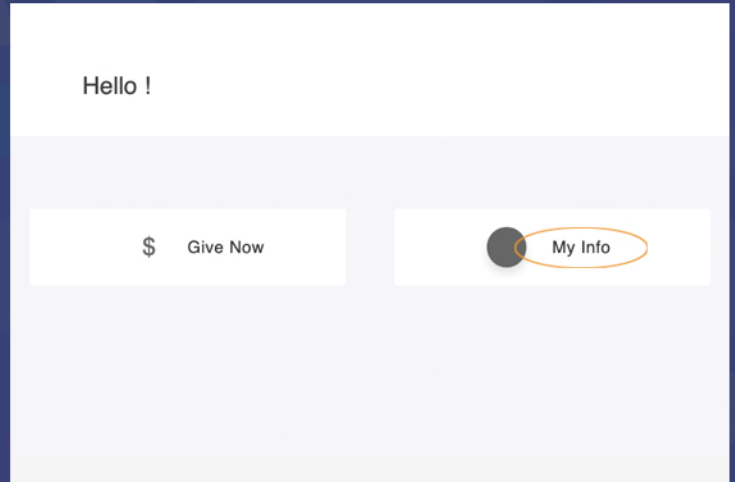
PASSWORD [Forgot Password?](#)

LOGIN

OR

Login with MinistryID

[What's this?](#)



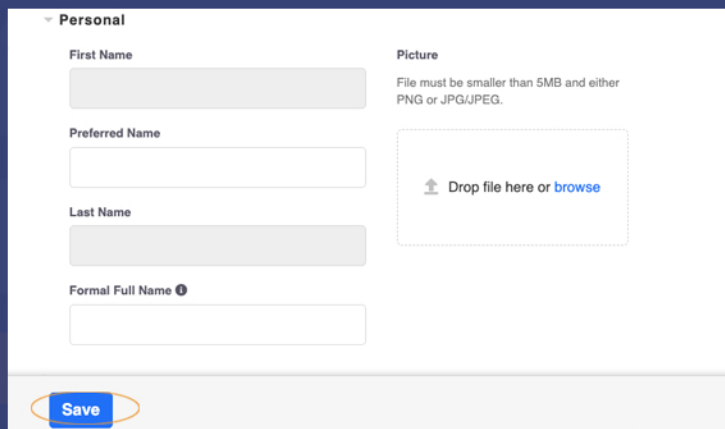
Hello !

\$ Give Now

My Info

**Step 5:** Then, click 'edit' to update and save your contact information

**Step 6:** Click 'giving' and 'statement'



Personal

First Name

Preferred Name

Last Name

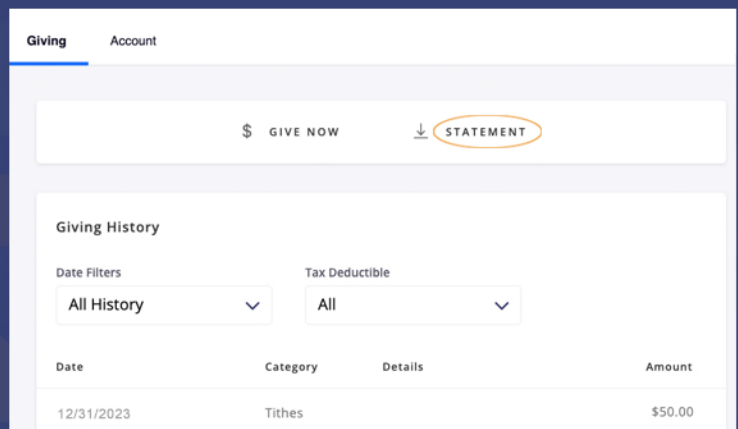
Formal Full Name ⓘ

Picture

File must be smaller than 5MB and either PNG or JPG/JPEG.

Drop file here or [browse](#)

Save



Giving Account

\$ GIVE NOW

STATEMENT

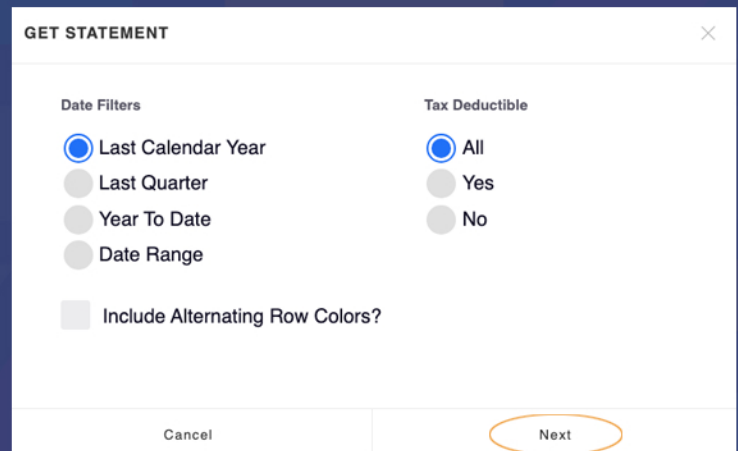
Giving History

Date Filters: All History

Tax Deductible: All

Date	Category	Details	Amount
12/31/2023	Tithes		\$50.00

**Step 7:** Click 'Last Calendar Year' and 'Next' to proceed to download your giving statement



GET STATEMENT

Date Filters: Last Calendar Year (selected), Last Quarter, Year To Date, Date Range

Tax Deductible: All (selected), Yes, No

Include Alternating Row Colors?

Cancel Next