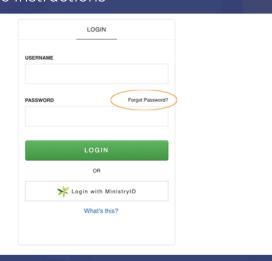


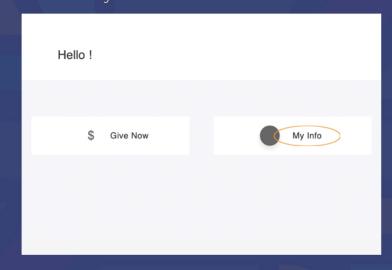
HOW TO ACCESS YOUR CONTRIBUTION STATEMENTS

- Step 1: Visit https://zcf.shelbynextchms.com
- **Step 2:** Log into your account and go to Step 4

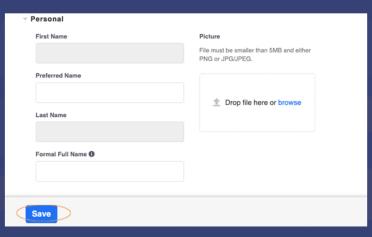
 * First time logging in? Your username is firstname.lastname (John.Smith for example)
- **Step 3:** Click 'forgot password' and follow the instructions



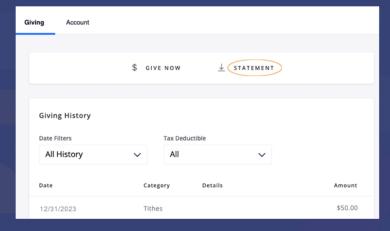
Step 4: Once you are in ShelbyNext, click 'my info'



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



Step 6: Click 'giving' and 'statement'



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

GET STATEMENT	×
Date Filters Last Calendar Year Last Quarter Year To Date Date Range	Tax Deductible All Yes No
Include Alternating Row Colors?	
Cancel	Next