

Stewardship Services: My Everence access

Take advantage of secure advocate reporting and church data

As Stewardship Advocate, you can access most of your resources at everence.com/advocate. You also have access to My Everence, which has a secure section where you can fill out your quarterly report and see your church's data.

Use these instructions to register for access to My Everence

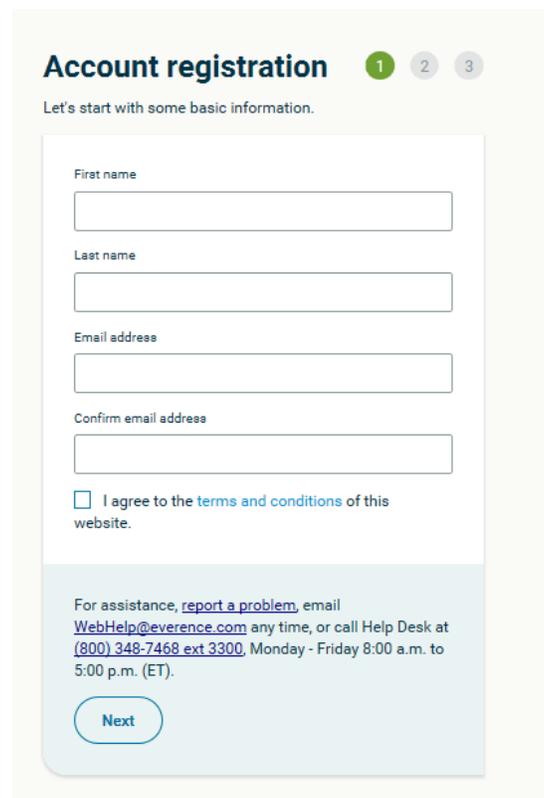
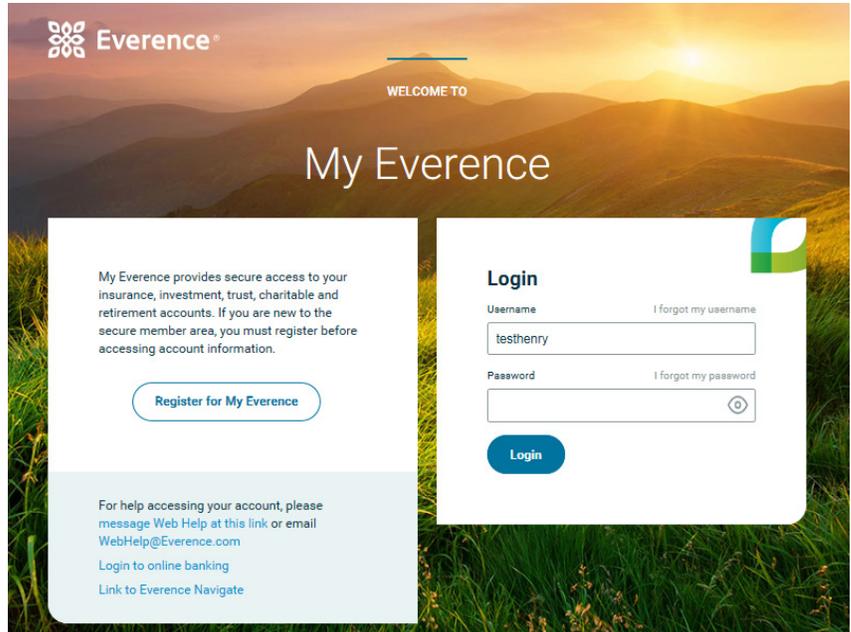
Already registered?

Then skip steps 1 to 5 below. Go directly to <https://advocate.everence.com> where you enter your user name and password on the login page. Then select the "Login" button, and you will go directly to the advocate section of My Everence.

To register for access

Here are simple steps to get to the secure area:

1. **Type** <http://www.myeverence.com> in the address bar.
2. The My Everence login page (above right) will appear.
Click on **"Register for My Everence."**
3. **Complete** the "Account registration" page shown at right.
4. **Select "Next" and complete the steps** to create your My Everence account.



Advocate features in My Everence

Once you are in My Everence, you may fill out your advocate activity report, view your activity to date and see your church data.

Advocate activity report

We appreciate the work you do for Everence in advancing stewardship ministry in your congregation! To track this work, Everence asks you to record your Everence-related activities. For more information on reporting, review the document titled, [How to complete your advocate report](#). This report helps Everence retain fraternal status with the U.S. Department of the Treasury, which allows us to fund stewardship programs for congregations and Everence chapters.

Congregation:

Year:

Quarter: January-March April-June July-September October-December

A. Used stewardship education resources

(annual target: 3-star, two education resources or events, 2-star, one education resource or event)

1. **Materials:** Books, videos, curriculum or other educational materials were used for group or individual study, or purchased for the church library.

How many this quarter?

2. **Events:** Individuals heard or participated in a sermon, Sunday school class, seminar, Stewardship University or other educational presentation/event in the church or community.

How many this quarter?

	Current total	2-star level	3-star level
Quarterly reports received	0	2	4
Educational Resources	0	1	2
Advocate resourcing event	0	1	2
Referrals/connections	0	1	3
Sharing with congregation	0	4	8

Name:

Yearbook Membership:

Total # of Everence Members:

Everence Member Percentage:

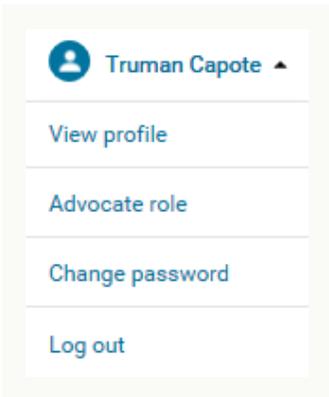
Sharing Funds used YTD:

Sharing Funds current year limit:

Sharing Funds used previous year:

Have Everence products?

You can access your personal policies and accounts by using the my.everence.com address. Or if you are in the advocate section of My Everence, you can also switch back and forth between your personal and advocate information by clicking on your name in the menu bar at the top of your screen and then clicking on "Advocate role."



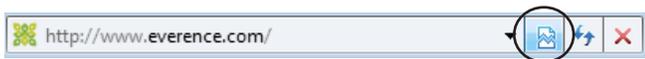
Troubleshooting

Can't log in to My Everence?

- Make sure you are using the <https://advocate.everence.com> address and not another web address.
- Make sure you are using your current user name and password. Your password is automatically deleted from My Everence once a year as a security measure, so create a new one annually.

Can't fill out the quarterly report?

If you use Internet Explorer 10 on your computer, you may have difficulties in viewing the report. Click on the "Compatibility view" icon (on the right side of your URL address bar, see example below). It should correct your problem.



Need help?

Contact: WebHelp@everence.com or (800) 222-5054 ext. 3300.

Keep your My Everence login information handy!*

My user name _____ My password _____

**If you have Everence products, keep your login information in a secure location rather than above. Anyone who would see this login information could access your personal account and policy data, which are also available on My Everence.*