

How to Access Your POPLC Contribution Statement:

You need an account to access your records

To create an account, click [here](#).

Fill out your name, email address, and a password of your choice.

You'll receive an email in which you're asked to click on a link to complete your account process. Please click on that link.

To access your statement

Go to www.princeofpeace.org.

Click on GIVE in the **upper right corner**.

Scroll down and click on the Prince of Peace Portal link. It's located in the **second line** of the verbiage on the right hand side of the page. The link is in a **turquoise color**.

Log In using the same EXACT name, email address and password you used earlier to create your account.

Click GIVING (located at the **top** of the page to the **right** of the word DIRECTORY).

Change the year to the one you want and click VIEW (located to the **right** of the year).

Click DOWNLOAD STATEMENT (located **under** the word VIEW).

Click Open on the giving history pop-up window.

Click print.

If you have trouble creating an account or accessing your statement, contact [Sandy Ericksen](#) at 972-982-0543. Please have your login information and access to a computer when you call for assistance.