Accessing Your Annual Giving Statements

1. Go to: https://donor.idonate.com/login

2. If you have already created an account before, under the field for an email address you will see "Have an account? Login". Click on the Login link and log in to your iDonate account.

   If you have NOT accessed your iDonate account before, enter the email address **you used when you donated to GSM Global** and it will send you information on how to get your access to your iDonate account.

3. Once you log in, you will see a screen that looks similar to this (only with your personal details in each box):

On the "Recent Transactions" section, click on the "View all" link to see all of your donations in iDonate.

4. When it gets to your recent transactions screen, you will see a screen similar to this (only with your personal details):
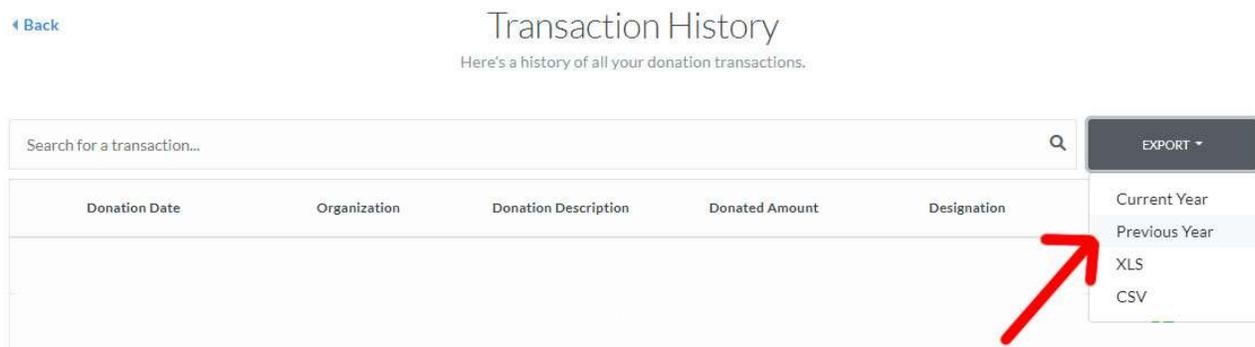
You'll click on "Export" to expand that menu down and then click on "Previous Year" to get all of your transactions from the previous year.

5. Once you click "Previous Year", it should download a PDF to your computer – that PDF is your annual giving statement!