

# Instructions for downloading 2021 Giving Statements

**Log in to your profile on MyFCC (onfamilyonefocus.ccbchurch.com.)**

If you do not have a login, or do not remember your login information,  
click on 'Request Account' or 'Forgot Password'.

Once logged in, click on the **'Involvement'** tab and scroll down to the **'Financial'** box.  
Hover the cursor over the top right corner of the box until 3 dots appear,  
then click on the dots.

Click on **'Giving Statement'** and then click on **'Quick Date Range'**.  
Scroll down and click on **'Last Year'** and then click on the **'Run Report'** button.  
Move the cursor until a dark gray bar appears,  
showing a download arrow and printer.

Click on the printer to print your statement or click on the arrow to download  
and save your giving statement to your computer.

