# Retrieving a Giving Statement

If you need your Giving Statement for tax purposes (or any other purpose), you can retrieve it anytime on Campus Connect!

1. Log into Campus Connect at https://campuslutheran.org/connect. If you need assistance with logging in (don't have a username, forgot your password, etc), please contact the church office (office@campuslutheran.org or 573.442.5942)

2. Once logged in, click on "My Giving" on the left side of the screen.
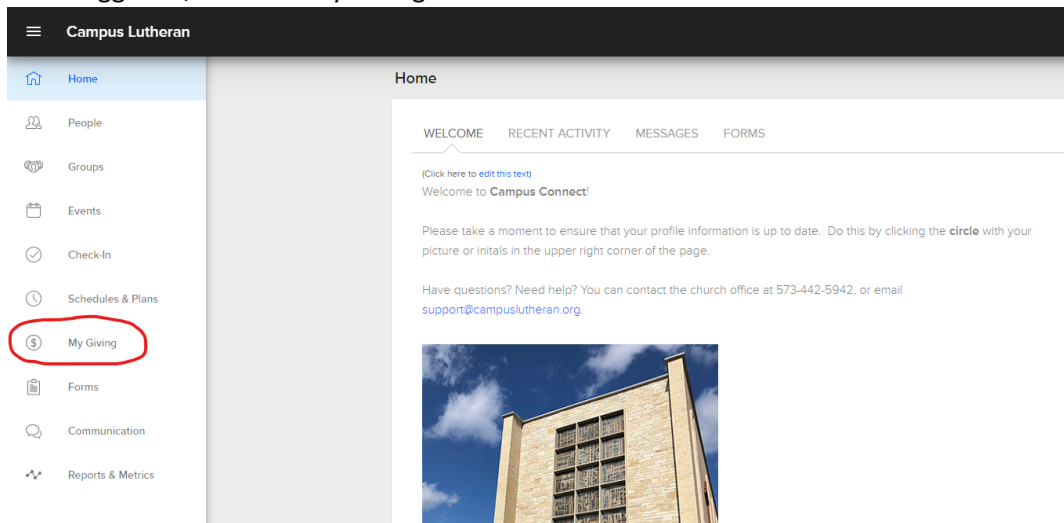
3. On the right side of the "My Giving" screen, click the "Giving Statement" button.
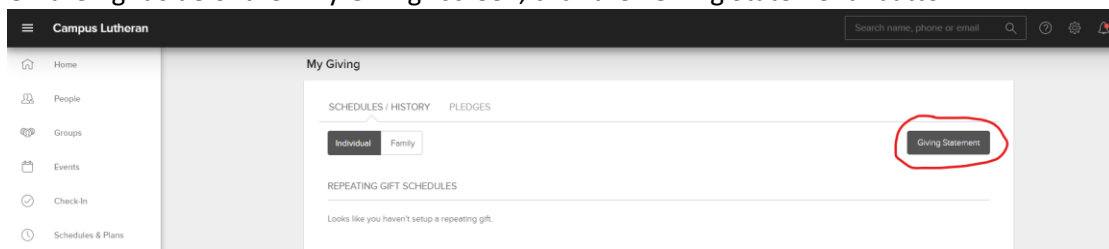
4. In the "Giving Statements" box that appears, enter the type of giving statement you'd like (individual or family), and then the Date Range (if you're looking for last year's statement, you can select "Quick Date Range" and then select "Last Year" in the drop-down box).
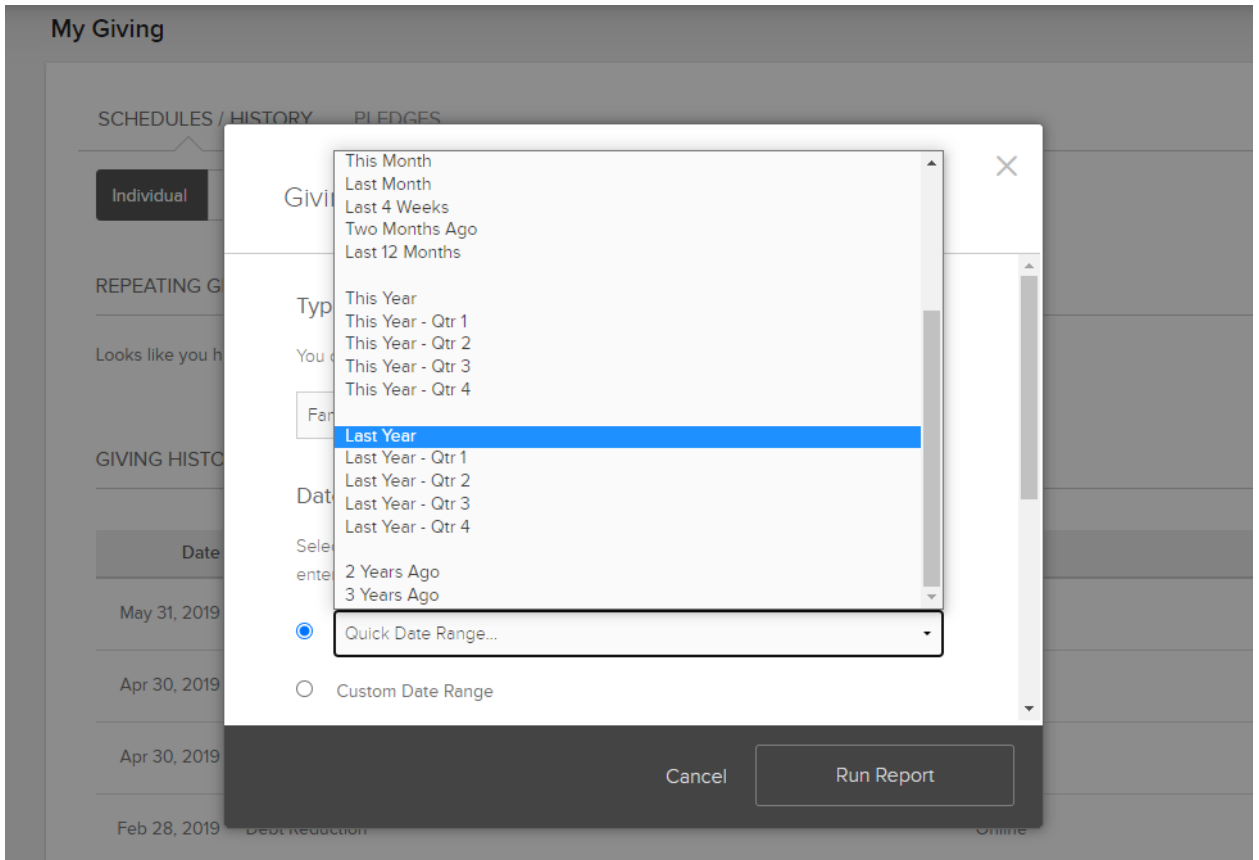
5. Click the "Run Report" button at the bottom of the "Giving Statements" box, and your report will be generated as a printable PDF file that you can save to your computer or print out.