



Presented by Don Osborn

Church Account Checklist

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This checklist give you a starting place for assembling a list of all of your marketing-related information. Your list will vary depending on the complexity of your church operations.

It's a good idea to use some kind of secure password vault as some of this information will be sensitive. I use LastPass.

Accounts

- Website admin
- Hosting
- Domain
- WiFi Router
- Social Media
- Facebook
- YouTube

Staff Emails and Log-ins

- Google account log-in
- Staff emails and log-ins

Church Giving, Church Management System, App

- Giving apps
- Giving Links
- Giving text number
- ChMS
- Merchant Account
- Merchant Account Security

Search Data

- Business Name

- Business address
- DUNs Number
- Main Phone Number
- Staff Cell Numbers
- Search related accounts (ChurchFinder, Yelp, etc.)

District Support

- District Site Log-in
- District contact emails