

# SET UP YOUR RENT PAYMENT OPTIONS

## **eCheck and Credit/Debit Card Payments:**

- Once you have submitted your request to activate your Online Portal, you will receive an activation email or text from us to set up your Online Portal.
- **Click Activate Now** in the email activation link in the text and set up your password.
- Log in to your personal, secure Online Portal and follow the simple steps to make a payment.

## **PLEASE NOTE:**

- Credit card processing fee is 3.49% of the payment amount
- Debit card processing fee is a flat \$9.99
- eCheck (ACH) processing fee is \$2.49 per transaction

## **Electronic Cash Payments:**

- Contact us to receive your unique and reusable PaySlip. We can print or email it to you.
- Locate the most convenient participating location near you (participating locations include Walmart, CVS, 7-Eleven, Walgreens, Kroger, and ACE Cash Express).  
**Check your available locations here: [www.paynearme.com/locations](http://www.paynearme.com/locations)**
- Take your PaySlip and your cash to Walmart, CVS, 7-Eleven, Walgreens, Kroger, or ACE Cash Express and present them to the clerk.

Participating locations:      

## **PLEASE NOTE:**

- There is a \$3.99 processing fee for each transaction up to \$1,500 - \$2,000. You can make multiple payments if needed. The \$3.99 processing fee applies to each transaction completed.
- The same PaySlip can be used every month to pay rent.
- You will receive a receipt with a confirmation number from the cashier as proof of your payment. An email or text confirmation will also be sent. If we do not have your email or mobile number, please contact the property management office and provide this information.

**If you have any questions, please contact our office at ( 972 ) 780 – 5380.**