

## Make a Payment: Homeowner

The screenshot displays the townSq homeowner interface. On the left is a navigation sidebar with categories: COMMUNICATION (Home, Residents, Groups, News & Events, Requests, Messages, Forum, Polls), OPERATIONS (Package control, Access Control, Shift logs), and TOOLS (Reservations, MORE OPTIONS). The main content area is titled 'Your Community' and features several poll cards: 'Club house paint' (03/26/2019) by KTM Novi Promoter Boardmember, 'Which date would you be able to attend our Summer Picnic?' (03/14/2019) by Lisa BoardMember, and 'Barn Color' (03/13/2019) by KTM Novi Promoter Boardmember. An 'Inbox' section shows an 'ASSIGNMENTS' card for 'Dog Park' (04/03/2019) which is 'In Progress'. A profile menu for 'George Cooper' (Hillwood Demonstration) is open, with options for 'Edit profile', 'Occupants', and 'Accounts'. A large green circle with the number '1' and a dark green callout box with the text 'Click your profile and select Accounts' points to the 'Accounts' option in the profile menu.

# Make a Payment: Homeowner

townsq

George Cooper  
Hillwood Demonstration

### Accounts

- 5 Carroll Boulevard  
CURRENT BALANCE 0
- 107 South Meadows Lane**  
CURRENT BALANCE 33.58

Add account

### 5 Carroll Boulevard

CURRENT BALANCE 0

Please be advised that online balances may not reflect upcoming assessments due and should not be used for resale processing. Please pay the balance reflected on your most recent billing statement or coupon book. For final payoff amounts, please contact your management company.

ACCOUNT	LAST PAYMENT OF	RECEIVED ON
1004102	\$ -	-

2 If there are multiple accounts, select the desired one



# Make a Payment: Homeowner

**Accounts**

- 5 Carroll Boulevard  
CURRENT BALANCE 0
- 107 South Meadows Lane  
CURRENT BALANCE 33.58

[Add account](#)

**107 South Meadows Lane** **CURRENT BALANCE 33.58**

Please be advised that online balances may not reflect upcoming assessments due and should not be used for resale processing. Please pay the balance reflected on your most recent billing statement or coupon book. For final payoff amounts, please contact your management company.

ACCOUNT 2159218    LAST PAYMENT OF \$ 52    RECEIVED ON 5/31/2019

[Recurring Charges](#)    **Make a payment**

**3** Click Make a payment

Month	Type	Reference	Comments	Amount	Balance
Jul 2019	1st	01	Monthly		
Jun 2019	1st	01	Monthly Charges	\$51.94	-\$18.36
May 2019	31st	LB	Lock Box: 05/31/2019	-\$52	-\$70.3
May 2019	2nd	LB	Lock Box: 05/02/2019	-\$52	

## Add Payment Method: Homeowner

**townsq**

**Add payment method** ×

Please, follow the payment instructions below.

Before we can process a payment you need to first set up a payment method.

**+ Add**

**4** Click Add

**George Cooper**  
Hillwood Demonstration

**CURRENT BALANCE 33.58**

**Make a payment**

**BALANCE \$33.58**

Charges	COMMENTS	
Recurring Charges	Recurring Charges: 07/01/2019	\$51.94

**BALANCE -\$18.36**

Charges	COMMENTS	
Recurring Charges	Recurring Charges: 06/01/2019	\$51.94



**BALANCE -\$70.3**

Charges	COMMENTS		
31st LB	777777	Lock Box: 05/31/2019	-\$52
2nd LB	777777	Lock Box: 05/02/2019	-\$52

# Add a Credit Card Payment Method: Homeowner

Add payment method ×

Please, follow the payment instructions below.


-  Credit card ➤
-  Bank account ➤

5

Select **Credit card** OR **Bank account**. If adding a credit card, proceed to step 6 to the right. If adding a bank account, [click here](#)

Add payment method ×

Please, follow the payment instructions below.

-  Credit card

VISA 4242 4242 4242 4242      08 / 22    123    75200

We perform a \$0 or \$1 pre-authorization to validate your credit card details. Although this pre-authorization is instantly canceled, your financial institution may display it on your account for a short period of time.

6

Enter card number, expiration date, CVC, and zip code

7

Click Add payment

Previous


Add payment

## Make a Credit Card Payment: Homeowner

### Add payment method

Please, follow the payment instructions below.

**TIP:** If you wish, you can set up **Autopay** and/or set up additional **Payment methods**.



Your payment method has been successfully added to your account.

[Go to Account payment](#)

**8** Click **Go to Account payment**

### Make a payment

Please, follow the instructions below.

**One-time payment**  
A payment that processes just once.

[Make a payment](#)

**Autopay**  
A payment that processes on a set schedule.

[Manage autopays](#)

**Payment methods**  
Add or remove a payment method.

[Manage payments](#)

**9** Click **Make a payment**



# Make a Credit Card Payment: Homeowner

### Make a payment

Please, follow the payment instructions below.

1 ..... 2 ..... 3  
ACCOUNT DETAILS PAYMENT METHOD CONFIRM PAYMENT

ACCOUNT: 2159218      BALANCE: \$ 33.58

Payment (USD)

\$ 33.58

Please be advised that online balances may not reflect upcoming assessments due and should not be used for resale processing. Please pay the balance reflected on your most recent billing statement or coupon book. For final payoff amounts, please contact your management company.

Cancel      Continue

**10** Enter the payment amount, and click **Continue**

### Make a payment

Please, follow the payment instructions below.

1 ✓ ..... 2 ..... 3  
ACCOUNT DETAILS PAYMENT METHOD CONFIRM PAYMENT

Choose payment method:

**VISA** Visa ..... 4242

Bank account .....6789

+ create a new payment account.

Cancel      Continue

**11** Select **payment method**, and click **Continue**

# Make a Credit Card Payment: Homeowner

### Make a payment

Please, follow the payment instructions below.

1 ..... 2 ..... 3

ACCOUNT DETAILS      PAYMENT METHOD      CONFIRM PAYMENT

---

**VISA** Visa      ..... 4242

---

Payment amount      \$ 33.58  
 Convenience fee      \$ 4.13

---

I, **George Cooper**, confirm that the payment information is correct and per the [Terms and Conditions](#) authorize ATGPay to debit the amount of \$ 37.71 from my **credit card ending in 4242**. Payments typically process in 1-2 business days.

### Make a payment

Please, follow the payment instructions below.

**Your payment has been successfully processed.**

Please retain the information below for your records.

**VISA** Visa      ..... 4242

---

Payment date      8/7/19  
 Payment amount      \$ 37.71

---

Confirmation code  
 ch\_1F4uhFAp.../wQwvoJmnC2gR

**12** Confirm information, authorize payment, and click **Continue**

Confirmation that payment was successfully processed.


**TIP:** Save the **Confirmation code** for your records.




# Add a Bank Account Payment Method: Homeowner

### Add payment method ×

Please, follow the payment instructions below.

 Credit card >


 Bank account >

**5**

Select **Credit card** OR **Bank account**. If adding a bank account, proceed to step 6 to the right. If adding a credit card, [click here](#)

### Add payment method ×

Please, follow the payment instructions below.


Bank account

Account holder name

Account type

6

Enter requested data  
(all fields required)

Routing number

Re-enter routing number

Account number

Re-enter account number

**7**


Click **Add payment**

Add payment

# Make a Bank Account Payment: Homeowner

Add payment method ×

Please, follow the payment instructions below.



Your payment method has been successfully added to your account.


[Go to Account payment](#)


**8** Click **Go to Account payment**


**TIP:** If you wish, you can set up **Autopay** and/or set up additional **Payment methods**.

Make a payment 9

Please, follow the

One-time payment  [Make a payment](#)  
A payment that processes just once.

Autopay  [Manage autopays](#)  
A payment that processes on a set schedule.

Payment methods  [Manage payments](#)  
Add or remove a payment method.

**9** Click **Make a payment**

# Make a Bank Account Payment: Homeowner

### Make a payment ✕

Please, follow the payment instructions below.

ACCOUNT DETAILS
PAYMENT METHOD
CONFIRM PAYMENT

---

<b>ACCOUNT</b>	<b>BALANCE</b>
2159218	\$ 33.58

**Payment (USD)**

\$

33.58

Please be advised that online balances may not reflect upcoming assessments due and should not be used for resale processing. Please pay the balance reflected on your most recent billing statement or coupon book. For final payoff amounts, please contact your management company.

Cancel
Continue

**10** Enter the payment amount, and click **Continue**

### Make a payment ✕

Please, follow the payment instructions below.

ACCOUNT DETAILS
PAYMENT METHOD
CONFIRM PAYMENT

---

**Choose payment method:**

Visa  
..... 4242

Bank account  
.....6789

+ create a new payment account.

Cancel
Continue

**11** Select **payment method**, and click **Continue**

# Make a Bank Account Payment: Homeowner

**Make a payment** ✕

Please, follow the payment instructions below.

1 ..... 2 ..... 3

ACCOUNT DETAILS      PAYMENT METHOD      CONFIRM PAYMENT

Bank account .....6789

Payment amount	\$ 33.58
Convenience fee	\$ 4.13
Cash discount	-\$ 1.18

I, **George Cooper**, confirm that the payment information is correct and per the [Terms and Conditions](#) authorize ATGPay to debit the amount of \$ 36.53 from my bank account ending in 6789. Payments typically process in 1-2 business days.

**12** Confirm information, authorize payment, and click **Continue**

**Make a payment**

Please, follow the payment instructions below.

**Your payment has been successfully processed.**

Please retain the information below for your records.

Bank account .....6789

Payment date 8/7/19  
Payment amount \$ 36.53

Confirmation code  
py\_1F4vCKAp...7wQwvVCm4RmkL

Confirmation that payment was successfully processed.

**TIP:** Save the **Confirmation code** for your records.