



# Make a Payment

Support phone # 1-844-281-1728

The screenshot displays the townsq web application interface. On the left is a navigation sidebar with categories: COMMUNICATION (Home, Residents, Groups, News & Events, Requests, Messages, Forum, Polls) and OPERATIONS (Package control, Access Control, Shift logs). Below these are TOOLS (Reservations) and a MORE OPTIONS button. The main content area is titled 'Your Community' and features three poll sections: 'Club house paint' (dated 03/26/2019) by KTM Novi Promoter Boardmember, 'Which date would you be able to attend our Summer Picnic?' (dated 03/14/2019) by Lisa BoardMember, and 'Barn Color' (dated 03/13/2019) by KTM Novi Promoter Boardmember. Each poll has a 'Vote' button with a right arrow. On the right side, there is an 'Inbox' section with 'ASSIGNMENTS' (dated 04/03/2019) for 'Dog Park' (In Progress) and two 'Comment' buttons with right arrows. A user profile dropdown menu is open, showing the user 'George Cooper' from 'Hillwood Demonstration'. The menu options are 'Edit profile', 'Occupants', and 'Accounts'. A large green circle with the number '1' is overlaid on the 'Accounts' option, and a dark green callout box with white text says 'Click your profile and select Accounts'.



# Make a Payment



**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



**George Cooper**  
Hillwood Demonstration



## 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

Jul 2019

	TYPE	REF
1st	01	Mon

Jun 2019

BALANCE  
-\$18.36

	TYPE	REFERENCE	COMMENTS	
1st	01	Monthly Charges	Recurring Charges: 06/01/2019	\$51.94

May 2019

BALANCE  
-\$70.3

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



# Add Payment Method

**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**

townsq

George Cooper  
Hillwood Demonstration

Accounts

5 Carroll E  
CURRENT

107 South  
CURRENT

CURRENT BALANCE **33.58**



Make a payment

	COMMENTS	
Charges	Recurring Charges: 07/01/2019	\$51.94
		BALANCE <b>-\$33.58</b>
Charges	Recurring Charges: 06/01/2019	\$51.94
		BALANCE <b>-\$18.36</b>
31st	LB 777777	Lock Box: 05/31/2019 <b>-\$52</b>
2nd	LB 777777	Lock Box: 05/02/2019 <b>-\$52</b>

# Add a Credit Card Payment Method

## 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

### 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

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

### Make a payment ✕

Please, follow the payment instructions below.

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.

ACCOUNT DETAILS    PAYMENT METHOD    CONFIRM PAYMENT

Choose payment method:

Visa  
..... 4242

---

Bank account  
.....6789

+ create a new payment account.

Cancel
Continue

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

## Make a Credit Card Payment

### 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\_1F4uhFAo.../wQwvoJmnC2gR**

Confirmation that payment was successfully processed

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


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




# Add a Bank Account Payment Method

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

Routing number	Re-enter routing number
<input type="text" value="110000000"/>	<input type="text" value="110000000"/>

Account number	Re-enter account number
<input type="text" value="000123456789"/>	<input type="text" value="000123456789"/>

6

Enter requested data (all fields required)

7


Click **Add payment**

Add payment

# Make a Bank Account Payment

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** Click **Make a payment**

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

### Make a payment ✕

Please, follow the payment instructions below.

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.

ACCOUNT DETAILS    PAYMENT METHOD    CONFIRM PAYMENT

Choose payment method:

Visa  
..... 4242

---

Bank account  
.....6789

+ create a new payment account.

Cancel
Continue

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

## Make a Bank Account Payment

### 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