



Tenant

RentMoney is the new payment platform offering more payment options for your convenience. With RentMoney, you can now take your cash payments and convert them into a secure ACH electronic transaction, fully integrated with your Property Management Company's information- all you'll need to do is to generate your tenant voucher.

Generating your Voucher

The first step in generating your voucher is to log into your Tenant Portal. From the home screen, click on the My Payments tab at the top of the page and scroll to find the option for Make a One-Time Payment.

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Test header, ID# 213614592								
My Account	My Ren	tals	My Payment	s Mainten	ance	Documents	Insurance	
			Make One-Tim	e Payment				
Welc	ome Mike	e Ande	Schedule Recu	rring Payment				
Set My Photo		Payment Accounts						
			View Scheduled Payments					
			Hou Luymon		v Service Re	quest		
Summary								
Address	Unit	Last F	ayment Date	Deposit Held	Total Unp	aid Balance	Act	ion
6120 West Back C	Link C	01	200/2017	50.00	E4 660 0	0 \$4 CC0 04		



Next, you'll see all of the payment options offered to you, now including the cash payment option- RentMoney. To select this option, click on the bubble to the left and then click Continue.





The Cash Payment screen will now list the current balance to be paid on your ledger. To pay the full balance, simply click on the bubble to the left of the Balance line item to select. If your Property Management Company accepts partial payments, you can enter in the amount to pay below instead. You will see different verbiage on this screen if Partial Payments are not allowed, and in that case, only the full balance is allowed to be paid.

Now, you will click Cash Payment Voucher to print out your specific payment voucher. You can either print or save an electronic copy to your mobile device.



Sample Payment Voucher:

The cash payment voucher will include the Biller Name (RentMoney), your Account Number, your Name, Payment Amount, Bill Payment Fee (3.75) and Total Payment Amount.

The account code generated on your voucher is a unique number that will never be changed or duplicated for another tenant- and is what ties your cash payment to your tenant ledger.



- 11. Collect the \$3.75 bill payment fee
- 12. Click Pay 13 Click Save
- 14. Return this paper with the customer's receipt



Retail Location

You can locate a designated payment location by clicking on Search Payment Centers on the payment screen and then enter in a zip code. There are over 25,000 participating U.S. Retail locations partnering with CheckFeePay to allow for cash payments!

	SEADCU BY 7/D CODE						
Locate your closest neighborhood payment center							
CheckFreePay has thousands of agent locations across the United States that accept walk-in bill payments for thousands of billers. Payments are made in cash, and many process the next business day! Billers and processing times vary by location. Ask your local agent for more details.							
Please enter your ZIP Code to find the closest payment locations:	75126						
Please select a search radius to find additional agents close to your ZIP Code:	10 miles •						
	A9 DN8						



Cash Payment Validation

Once at the payment location, simply hand your payment voucher to the employee and tell them you want to pay your RentMoney bill. The employee will then process your transaction for your payment, along with a \$3.75 bill payment fee collected at the time of payment. If the employee has any problems processing the RentMoney transaction, please ensure to contact the store manager for assistance.

Once complete, Your Property Management Company will immediately see the transaction reflected on your ledger! You will receive a payment receipt from the in store employee and through your email!

FAQs

1. What do you need to make your RentMoney payment?

You will need your voucher and U.S. Currency. Additionally, it is important to know the current balance on your ledger from your tenant portal because the in store personalle will not have access to that information.

2. What happens if the account number typed in and processed by the in store personnel is incorrect?

If you notice from the receipts that your account number typed in by the employee does not match the number you provided, immediately contact your Property Management Company with your name, account code, and copy of your receipt.

3. How can I find a retail location that partners with CheckFeePay? Simply go to the payment screen on your tenant portal and click Search Payment Centers.