**How Tenants Make eCheck Payments ?**

Tenants and association homeowners can submit payments online via eCheck through their Online Portals for rent, dues, or other charges. eCheck payments are a direct withdrawal from their bank account and are free to the payee (the transaction fee is waived at time of payment). On the **Home** or **Payments** tab, tenants click **Pay Now** to make a one-time payment.

1. Then select **eCheck** (direct withdrawal from bank account) as their payment method. eCheck payments are free and carry no additional fee (the transaction fee is waived at time of payment).
2. Tenant enters their payment information, then click **continue**.
3. Tenant reviews the **Payment Date** and **Payment Balance** information for accuracy, then click **continue**.
4. Tenant verifies all their payment information, then click **Make This Payment Now**. They will receive a confirmation email once the payment is successfully submitted, please wait a few days for the payment to process and the funds to clear their account. If they didn’t receive a confirmation email, their payment was not received and they will need to repeat this process.