



UTILITY SETUP INFORMATION

(A Mandatory Step for Your New Place)

To make your new place fully yours, it's **mandatory** that you set up and maintain your own utility services. These accounts should be opened in your name before or shortly after your move-in date.

Utilities You'll Need to Set Up:

- **Water & Sewer**
 - **Electricity**
 - **Cable & Internet**
-

Why This Matters

- Having these services active is required for all residents.
 - Without them, you may experience service interruptions or extra charges.
 - Taking care of this right away ensures a smooth and stress-free move-in.
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If you're unsure which providers service your property, we're happy to help point you in the right direction.

- (954) 779-6053
 - help@mayfairre.com
 - www.MayfairPropertyManagement.com
- 



HOW TO USE YOUR MAYFAIR ONLINE PORTAL

WELCOME

Please refer to the guide below in order to learn how to register and use the available tools in our online portal.

Table of Contents

Click any title to jump directly to that section



Setting Up Automatic Payments
(Highly Recommended)



How to Make a One-Time Payment



How to Pay in Cash
(Retail Cash Payments / Payslip)





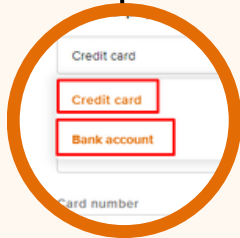
SETTING UP AUTOMATIC PAYMENTS

(Highly Recommended)

Setting up automatic payments ensures your rent and any other charges are paid on time. Here's how:

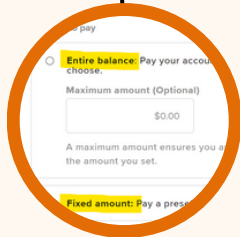


1 Go to the [online portal](#) and click "Set up autopay".



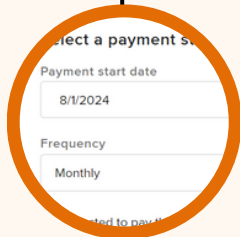
2 Select your payment method:

- Checking/Savings Account or Credit Card options are available.
 - Please note: Convenience fees may apply depending on the payment method you choose.

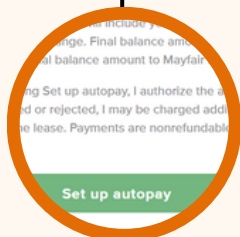


3 Choose your payment amount:

- Entire Balance:
 - The system will automatically deduct the total due (rent + any other fees).
- Fixed Amount:
 - Enter a specific monthly payment.



4 Select the date and frequency in which you want payments to be made.



5 Review the information and press "Set Up Autopay"



REMINDER:

You'll see a confirmation message under your balance.

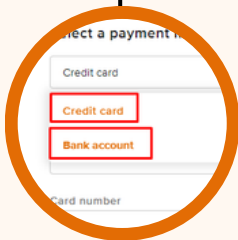


HOW TO MAKE A ONE-TIME ONLINE PAYMENT

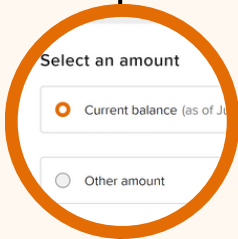
Follow these steps to process a single payment online:



- 1 Go to the portal or [click here](#) and select "Make Payment".



- 2 Choose your payment method (checking/savings account or credit card).



- 3 Select the amount you wish to pay (entire balance or partial amount).



- 4 Fill out your bank details, address, and payment date.



- 5 Click "Submit Payment" to complete the transaction.

CONVENIENCE FEES:

- Note: Convenience fees may apply depending on the method selected..



REMINDER:

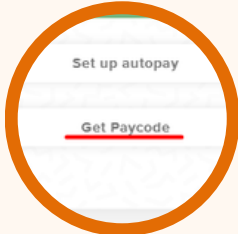
You can also use our mobile app available on the [App Store](#) or [Google Play](#).



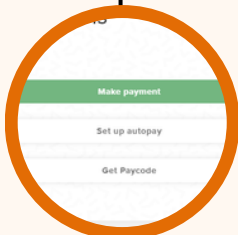
HOW TO PAY IN CASH

(RETAIL CASH PAYMENTS/PAYSLIPS)

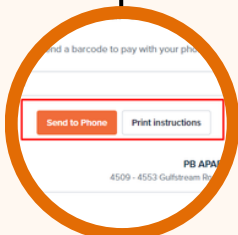
For cash payments, follow these steps:



- 1 Go to the portal or [click here](#) and select "Get Paycode".



- 2 You'll receive a link with a list of stores and barcodes where you can make a cash payment.



- 3 Choose to either receive the barcode on your phone or print it out.



- 4 Visit the store and present the barcode to complete your payment.

SERVICE FEES:

- Service fees may apply when processing payments through retail cash options.

NOTE:

- There is a daily limit of \$2,000 for cash payments (you must wait 24 hours before making another deposit). Please remember, this payment can only be made in cash—credit cards or other account types are not accepted.



REMINDER:

Generate a new barcode every time you plan to make a cash payment.