

# **RENT***Café* Text to Pay

### How to Sign up:

- 1. Click on Profile Icon 🔺 in upper right hand corner
- 2. Click on Edit My Profile
- 3. Complete Text to Pay form
- 4. Configure Account for Text To Pay
- 5. Confirm Text to Pay enrollment
- 6. Frequently Asked Questions

## **Complete Text to Pay form**

Opt in for Text (SMS) Notifications on the My Profile page and enter the phone number to use for Text to Pay.

My Profile	
Email:	resident1.resca02@gmail.com
Office:	
Home:	
FAX:	
Allow Text (SMS) Notifications:	8
Mobile Phone for Texts (SMS):	(910) 547-2798



# **Configure Account for Text to Pay**

Select the Payment Accounts tab on the Payments menu. At the bottom of the page, you will see a Text To Pay section. Enter a PIN (alphanumeric, at least 4 characters). The Pin will be used to authorize payment via smart phone. Select a Payment Account (Credit Card or ACH) to debit for Text to Pay transactions.

Payments Statements Utilities				Ø 🖉	🗕 🔺 G	
		Logged in as:				
ayments						
Make Payments Pending Activity	Recent Activity Payment Account	s				
Bank Accounts	ow to make one-time payments.			A	dd Bank Accoun	
Name on Account	Bank Transit Number	Bank Account Number	Account Type	Edit	Delete	
BOA			Checking	Edit	Delete	
Showing 1 to 1 of 1 entries						
Showing 1 to 1 of 1 entries					Add Gredii Card	
	ann da ana dina ao marata			_	Add Gredii Caro	
Credit Cards	nu da mada na dina maunanka			_	Add Gradii Care	

PIN (alphanumeric allowed): 1234

Payment Account: Gail Gibson Chk \*\*\*\*2125 •

Save



# Confirm enrollment for Text to Pay, then Proceed with Payment

Once you opt in, you will receive a confirmation text message to the phone number entered. You must reply with a Y to confirm. The 4 msgs/mo is used for property announcements and YES Energy Management will not be using the 4 msgs/mo alert at this time.





### An email confirmation is sent to the resident



### The user can text "Menu" for a set of actions





# FREQUENTLY ASKED QUESTIONS

#### Which carriers are supported?

The following providers are supported Alltel AWCC, ACG, AT&T, Boost, Cincinnati Bell, Cricket, Metro PCS, Rural Carrier Group, Sprint, Tier 2/3 Group, T-Mobile, U.S. Cellular, Verizon Wireless and Virgin Mobile. Not all providers and cell phone models are supported.

#### What payment methods are available?

#### Credit Cards and ACH

#### Does this cost anything?

Message and Data rates may apply. Check your mobile plan for details. Yardi Systems is not responsible for any messaging or data charges incurred by SMS Program participates.

A credit card convenience fee of \$3.00 still applies, but you can setup an ACH account without incurring the convenience fee.

#### Can I pay partial payments with Text to Pay?

No, only full balance payments are allowed. Partial payments can be handled by calling our Call Center and our agents will assist you.

#### What do I do if I forget my PIN? How do I reset my PIN?

Your Pin is displayed under the Account Payments menu in the Text to Pay section, where you edit it.

#### How are payments posted?

Once you receive confirmation, payments are posted to your account. Text **BALANCE** to 85938 to review your account.

#### How do I change my mobile phone number?

Access the website, select Edit My Profile and edit the mobile phone field.

#### How do I opt out?

Text **STOP** to 85938. We will send you a SMS message for confirmation. You may opt-in using the "How to Sign Up" instructions in this document.



#### Which commands do I need to know?

Text **BALANCE** to 85938 to review your account Text **HELP** to 85938 for more information Text **MENU** to 85938 for a list of available keywords Text **PAY NOW** to 85938 to pay your balance due Text **PROFILE** to 85938 for account profile Text **STOP** to 85938 to stop all SMS communication with Yardi Systems

#### What happens to my personal information?

Your personal information is never shared with another party. For more information please visit our website and select menu item "**Privacy Policy**"

Who do I call with more questions about the new *RENT*Café<sup>®</sup> TextPay<sup>™</sup> feature, or for any other questions about my utilities bill?

Please call the Customer Service number located on your statement.