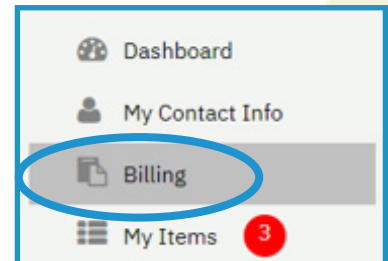


# 06: Billing

One of the key features of the Vantaca portal is the Billing page, which allows owners the ability to review their payment options and pay any dues online if they so choose. Let's take a moment to review the Billing page in the brand new Modern Portal.

Click on the Billing tab in the lefthand menu to jump directly to the Billing page.



We can now see the Billing overview page, which shows us the current balance due on the account. Click the "Credit Card" button beside a balance to enter the relevant information to pay amounts online.

**PLEASE NOTE:** If you own more than one property in a community, the Current Balance, circled below, is the sum of ALL amounts due for ALL properties. Each property's amounts due and payment options will then be listed individually below. Be sure to review all properties to make sure your account is up to date!

**Billing** andrew

**Overview** [Make a Payment](#)

If you have a question about your owner account, please visit the [Submit a Request](#) page and submit a Billing Question.

**Current Balance** **\$113,506.69**

In this sample, the owner has 3 separate properties in this community.

**1.** Note the due date listed below any amounts due.

**2.** Be sure to note the account number and address associated with specific balance amounts.

**3.** Choose the "Credit Card" option beside any amount to make a payment on THAT SPECIFIC balance.


Property	Current Balance	Due on	Association	Address	Payment Option
1.	\$36,056.69	1/1/2021	Presidential Valley	1801 Pennsylvania Ave Unit 300	Credit Card
2.	\$39,600.00	1/1/2021	Presidential Valley	1829 Pennsylvania Ave Unit 305	Credit Card
3.	\$37,850.00	1/1/2021	Presidential Valley	1829 Pennsylvania Ave Unit 305	Credit Card

# 06: Billing

Overview   Make a Payment

If you'd like to review additional payment options, click on the "Make a Payment" tab near the top of the screen to switch to the Payments page.

## Credit Card Payment

DolleyMaddi  ▼

Make a Payment > Credit Card Payment

For credit/ debit card payments, click on the "Make Payment" link below. You will be directed to a third party website where you can make payments that will be applied directly to your Association's account. Please be advised that a processing fee is charged for this service.

This page provides information on options for making a payment. Be sure to review each option in order to determine the payment method that is right for you!

Balance	Payment Amount
\$155.00	<input type="text" value="\$155.00"/> <span>Edit Amount</span>

To change the amount you'd like to pay toward any fees, choose either "Edit Amount" or simply click within the amount currently listed. Either option will allow you to manually enter the amount you'd prefer to pay at this time.

If you see a **BLOCKED** message on any of your accounts, that means that your account access has been restricted. Please contact our Homeowner Solution Center team as soon as possible in order to discuss the reason for the **BLOCKED** status and to discuss some possible solutions.

Current Balance

**BLOCKED**

Due on 1/15/2021

\*\*\*\* Contact your management company for further info.

If you have any questions about the billing for your account, please Submit a Request in the online Vantaca portal. When choosing the Request Type, select "Billing Question" so that your inquiry can be routed to the best possible resource!