

HOW TO PAY ONLINE

Here's the simple step-by-step.



1

Log in to your AppFolio Online Portal

Access your portal from your phone or computer.



2

Go to Home or Payments

Open the Home or Payments tab to begin.



3

Click Pay Now

Select Pay Now to start your payment.



4

Choose a payment method

Pay via Card (credit/debit) or eCheck (bank withdrawal).



5

Enter your payment details

Add the required information and click Continue.



6

Select the payment date

Choose when you want the payment submitted and review the total.



7

Submit your payment

Click Make This Payment Now to finish.



You'll see a confirmation screen and receive an email once your payment is successfully submitted.

Payments usually process in 3–5 business days.

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