

HOMEOWNER PORTAL INFORMATION

Open your internet browser and go to home.accesspm.com

On the right side of your screen under Log In, enter the Email and Password sent with this correspondence.

Welcome, Neighbor!

Welcome!

On behalf of your Community, we are excited to bring you a new look and enhanced site for your Owners' Association. Our hope is that this community website serves as an effective information resource for your community and as a useful tool for tracking your communications with us.

Login FAQs

If This Website Is Not Recognizing Your Password: Please click the "I forgot My Login/Password" link above the Email field (on the right) to generate a new password. Please allow up to 15 minutes for the email with the new password to reach your inbox. If the new password you receive does not work, it is almost always due to a typo in which similar looking characters are mistaken for each other (e.g. lowercase l and capital I, or letter O and number 0).

If You Do Not Have a Login: Please click the "Sign Up" link on the right. That will take you to the Registration page. Then, fill out the fields that include Email, Name, Phone, Account, Password, Confirm Password, and Registration Key.

If you do not have a Registration Key: Click the "I Do Not Have a Valid Key" hyperlink to be taken to the Sign Up page. There you will fill out the fields, submit your Sign Up request, and a member of our team will review your request and reply back within 2 business days.

Log in to your account

Email
neilarmstrong@example.com

Password

[Forgot your login?](#)

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You will log into the "Dashboard" which gives you an overview of your upcoming Assessments.

Dashboard John Quincy Adams

Payments

ACCOUNT BALANCE
\$0.00 [Make A Payment](#)

UPCOMING ASSESSMENTS

- Monthly Assessment of \$0.00 is due on 07/31/2019
- Monthly Assessment of \$0.00 is due on 07/31/2020
- Special Assessment of \$50.00 is due on 03/01/2021
- Assessment of \$100.00 is due on 03/01/2021

- Billing:** This menu takes you to payment options and shows you your payment history
- My Items:** This menu will show you the status of any inquiries or service requests you have made through the "Other Request" menu (see below).
- My Contact Info:** This menu will allow you to change your password, verify your contact information as well as indicate how you would like our office to communicate with you (i.e. via E-Mail, text, or paper).
- My Items:** This menu gives you ways to communicate with us electronically. Options include Billing Question, General Question, and Service/Maintenance Request.



**THREE PAYMENT
OPTIONS
ARE AVAILABLE FOR
HOMEOWNERS:**



1. DIRECT DEBIT:

Homeowners may pay their monthly fee using the direct debit option where your monthly payment is deducted from your checking or savings account. Direct debit is a free service provided by Access Property Management. Monthly debits are processed on the second day of each month. If payment is returned, your account may be subject to bank fees. To activate this service, log on to your community portal at home.accesspm.com. Sign up for your account & select payments to enroll in auto draft.

2. U.S MAIL:

Make your association fee check payable to your community and mail the check along with your payment coupon to the following address:



YOUR COMMUNITY NAME
c/o Access Property Management
PO Box 98274
Phoenix, AZ 85038-0274

3. ONLINE:

Homeowners may make monthly payments online by credit card or e-check. To take advantage of this option, visit the Access Property Management website at www.accesspm.com and click on “PAY FEES”.

Type in your community name and select pay online.

There is a fee for credit card and e-check transactions. Your Association or Access Property Management does not set or receive the fees for these transactions. This service is offered as a convenience and is between the homeowner and the online service provider.

