

Baldwin

Real Estate Management

PAY YOUR DUES ONLINE!



Baldwin Real Estate Management has teamed up with **PayLease, LLC.** in order for you to make online payments. Through PayLease, you are able to pay your association fees via credit card or e-check. You can make a one-time payment or schedule recurring payments by visiting www.baldwinrealestatemanagement.com. It's that easy! No more hassle and no more late payments.

*If you have a question in regards to your statement or bill please contact Debbie at Baldwin Management directly at 626-821-5203. PayLease does not have your account information on file.

Fees:

- A convenience fee will be charged by PayLease Inc. on all transactions.

Why should I use PayLease?

- Eliminate the cost of postage and mailing of association payments.
- Ability to make payment with a credit card and earn more reward points including mileage and cash back incentives.
- Set up E-check payments
- Customize payment notification reminders for upcoming payments.
- Eliminates late payments through automatic payment with E-check and Credit Card.

How do I sign up?

In order to sign up, please visit www.baldwinrealestatemanagement.com. Click on the "Pay Online Now" link on the bottom left side then select "Click to Pay Now". You will be asked to enter your account number from your statement and last name to register for the correct HOA property. You can make a one-time payment or set up a recurring payment. It's that easy!

How does PayLease work?

Once you are a member of PayLease, you can visit www.baldwinrealestatemanagement.com and make payments to your community with a credit card or e-check. Credit card and ACH standard processing is 72 business hours. Business days include Monday-Friday excluding weekends and holidays. **It is important to pay attention to the processing and cut off times for your payment to be received on time.** You may also make a payment over the phone by calling PayLease at (866) 729-5327.

Is there a contract or can I cancel at any time?

With PayLease there is no contract. PayLease is an option for you to make your association payments easier. If you opt to be a member of PayLease and still send in a paper check, you will not incur any monthly fees for not using the service. Fees are incurred only when you process a payment.

Questions? Please contact a PayLease Representative at (866) 729-5327 or at support@paylease.com