

Don't Forget You Can Pay with PayLease!

Three Oaks Properties has teamed up with PayLease Inc. to provide residents with quick and convenient payment options. Through PayLease, you can make your monthly payment via credit/debit card or an e-check from your checking or savings account. You may choose to make a one-time payment at **ThreeOaksProperties.com** or sign up to have your payments automatically withdrawn each month. It's that easy! No more hassle and no more late fees.

Fees:

- E-check (ACH) debit from checking/savings account: **\$2.20 per transaction**
- MasterCard/Discover (debit or credit card): **3% per transaction**
- American Express: **4% per transaction**
- Visa (debit or credit card): **\$22.95 per transaction**

Why should I use PayLease?

- It saves you a trip to the management office or post office
- It gives you the ability to make your payment with a credit card and earn more rewards, including mileage points and cash-back incentives
- You can customize payment notification reminders for upcoming payments
- Flexibility of choosing the day of debit payment allows for better money management
- Using automatic payment eliminates late charges. Just one late fee is equal to a whole year of ACH fees!

How do I sign up?

Go to **ThreeOaksProperties.com** and click on "Payments" on the home page. As a first-time user, follow the directions to register with PayLease. Once you are logged in, select "Make Payment" to make a one-time payment or "Auto Pay" to set up an automatic debit each month. It's that easy!

How does PayLease work?

Once you're a member of PayLease, you can go to **ThreeOaksProperties.com** and make payments with either a credit card or a debit from your checking account. Standard processing takes two to three business days for your payment to be deposited into Three Oaks' account. If you select "Express Pay," your payment will be processed for next-business-day deposit. Business days include Monday-Friday, excluding weekends and holidays. ***Three Oaks is notified of the date your payment is deposited into our account - this is the date we will record your payment as "received" in our records.*** If payment is deposited after the 6th day of the month, you will be automatically charged a **\$25 late fee**. If your payment is returned due to insufficient funds, you will be charged a **\$35 service fee**.

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 lease 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**