# Setting-Up RentMoola

There are NO SERVICE CHARGES to set up RECURRING PAYMENTS with your BANK ACCOUNT LINKED!



1. Go to <u>www.downtownsuites.ca/tenants</u> and select "PAYING RENT"

#### 2. Sign up on Rent Moola

RENTMOOLA		EN 🚅 ABOUT US	PROPERTY MANAGERS TENANTS LOG IN
And and a surgery of the local division of t			
and the second se			
and the second		🛅 Downtown Suites Ltd.	
		Welcome to online rent	
	Online payments with bank level security	payment	
	Free from your bank account!	First Name Last Name	
	Pay from any device and receive notifications and	Password	ABA
	reminders	Confirm Password	
		Sign Up	the same
		By using this service, you indicate that you have read and agree to our <u>Terms of Use</u> and <u>Drivacy Policy</u> .	() Help

- 3. Verify your email after you sign up and login
- 4. Once you login to the site, you will see the dashboard. Select "Set up Payments"

RENTMOOLA				EN 🛤	🕞 Log Out	Help
			<b>e</b> Drofia			
	Home » Welcome, Mo	arcella!				
	<b>V</b>	<b>*</b>	0			
	Recurring Payments	Complete Your Account	Need Assistance?			
	Set it and forget it!	Find your property & set-up payments	Visit Our Help Center			
	Set Up Recurring Payments	Set Up Payments	Help Center			
	Access Your Exclusive Mod Free to you, just for signing up.	olaPerks	View My MoslaPerks			
	Transactions		Export			
	The more rewa	rding payments you make, the more transactions yo	u'il see here!			

5. On the Set Up Payment Page, insert the postal code of your suite and select "Search"

RENTMOOLA							EN 🖴	🕒 Log Out
		Ame	Payments Messages	Rewards My Propert	e ty Profile			
	Set Up Pay	ments						te Maria da Tal
(	Find Your Property ZIP/Postal Code	v6b1k3				Search		
					Cancel I Can't	Find My Property		
	CO Abo The Part Cart	MPANY ut Us Team ners Hers	MANAGERS Collect Payments Schedule a Demo	TENANTS Pay My Rent Tenant Insurance RM QuickPay.	LEGAL Terms of Use Privacy Policy Security	CONNECT Prass Contact Us Help Center		

6. Find your property on the list and select "Sign Up." Make sure it is managed by Downtown Suites.

RENTMOOLA		EN 📰 🚯 Log (
	徐 云 투 ★ 且 오 Home Payments Messages Rewards My Property Profile	
	Set Up Payments	
	Find Your Property	
	ZiP/Postal Code V6b1k3 Search	
	17 properties found at v6b1k3 Braile Tower A 2602 - 1109 Seymour Street Vancouver, BC, CA V6B1K3 - Managed by Century 21 In Town Realty Sign Up 3	
	Brane, 3106 - 1199 Seymour Street Vancouver, BC, CA V6BIX3 - Managed by Century 21 In Town Reeity BR-3104, 3104 - 1199 Seymour Street Vancouver, BC, CA V6BIX3 - Managed by Amerit Real Extra Services Lto.	
	Brow, 2008 - 1999 Seymour St. Vencouver, BC, CA VEBIG - Managed by Downtown Sutell Ltd	
	(Par0272), (Par0272) - #707-1199 Seymour Street Vencouver, BC, CA V6BIKG - Manages by Sunstar Reality Lts.	
	(P20366) (P20366) - ±120/1199 Seymour Street Vencouver, BC, CA VBBIK3 - Managed by Sunstar Realty Lta. Sign Up > Brans Tower A, 1506 - 1199 Seymour St. Vencouver, BC, CA VBBIK3 - Managed by Century 21 In Town Realty Sign Up >	
	Brave, 2706 - 1199 Seymour St. Vancouver, BC, CA. V681K3 - Managed by Downtown Suites Ltd.	

### 7. Fill Out the required information and press "Continue"

Residency Type- Residential Tenant

Residency Status- I've already been living at \_\_\_\_\_\_.

Phone Number-

Suite Number- Verify that it is correct

RENTMOOLA									EN 🔳	🗘 La	og Out
		A Home	Payments	Messages	Rewards	 <b>e</b> Profile					
	Set Up Pay	ments									
	Your Residency at 1199 S	eymour St.									
	Residency Type	Residential Tena	int					T			
	Residency Status	l've already beer	n living at 1199	Seymour St				٣			
	Phone Number	6046948801									
	Unit/Suite No.	2208									
						Cancel	Back	Continue			

8. On the next page, select "Recurring Payments"



## 9. Fill out the "First Billing Date" and "Rent Amount" and press Continue. Make Sure to Select RECURRING PAYMENT!

First Billing Date- April 1 2020

### Rent Amount- Your Current Rent Amount

RECURRING P Set it and forg missing a payr	AYMENTS et it! Simply set up automatic mont nent ever again.	hly recurring rent payments for your desired date and never worry about
ONE TIME PAY Log in to your payment.	'MENTS RentMoola account and click the "ì	Make A Payment" button to easily make a manual, non-recurring, rent
rst Recurring Billing	Date	
F <mark>irst Billing Date</mark>	04/01/2020	
	Every month on the day you select, you w requires that your recurring billing date m	vill be charged the combined total amount of your recurring payments. Your property manager ust be on the first of the month only.
nal Recurring Billing	Date	Set an end date for my recurring payments
ecurring Charges		
ecurring Charges	2000.00	
ecurring Charges Rent Bike Storage	0.00	
ecurring Charges Rent Bike Storage Other	2000.00 0.00 0.00	
ecurring Charges Rent Bike Storage Other Parking	2000.00 0.00 0.00 0.00	
Ecurring Charges Rent Bike Storage Other Parking Storage	2000.00 0.00 0.00 0.00 0.00	
ecurring Charges Rent Bike Storage Other Parking Storage Invoice	2000.00 0.00 0.00 0.00 0.00 0.00	
ecurring Charges Rent Bike Storage Other Parking Storage Invoice Utilities	2000.00 0.00   0.00 0.00   0.00 0.00   0.00 0.00   0.00 0.00	

10. Select the Payment you wish to use. Note that there are charges if paying by credit card, so it is usually best to link it with banking information.

RENTMOOLA		
	A T P A B P	
	Set Up Payments	
	Payment Methods	
	Add New Credit Card	>
	Add New MasterCard/Visa Debit Card	>
	Add New Bank Account	<u> </u>
		Cancel Back

11. Select Your Institution and Fill Out All of the Information, Agree, and Press Continue

Royal Bank Of Canad	da (RBC)	Ŧ
Bank Account Details		Currency: CAD
Institution Number	003	Jane Smith, 789 Main St Toronto, Canada PAY IO THE
Transit Number		
Account Number		MEMO
Bank Name	Royal Bank Of Canada (RBC)	Transit Number
Billing Address		Use my address
First Name		
Last Name		
Country	Country	•
State/Province	State/Province	Ť
Phone Number		
Street 1		
Street 2		
City		
ZIP/Postal Code		
ZIP/Postal Code		
ZIP/Postal Code Bank Account Payment	s	
ZIP/Postal Code Bank Account Payment mportant: All the details yo you will be charged immedia Please ensure sufficient func	S u enter above must match the information on file at itely, but it takes up to 5 business days for the fundi is are in your account prior to the payment being de	your bank. Upon confirming a payment or when your scheduled payment date arrives, to be withdrawn from your bank account (your property manager is aware of this), bited.

12. Confirm that all of the information is correct and press "Confirm."

Set Up Payments	
Property Details	
Building Name	Breve
Street	1199 Seymour St.
City	Vancouver
State/Province	BC
Country	CA
ZIP/Postal Code	V6BIK3

Payment Details		
First Scheduled Payment Date	Wednesday, April 1, 2020	

		Cancel	Back	Confirm

13. You will receive the following email message:

Set Up Pa	yments			
You are now p	ending			
Your property mana	ager is currently in the prod	ess of confirming your r	esidency and payment d	etails at 1199 Seymour St Once
approved, you will b	e able to make payments.	For additional inquiries a	about your account statu	is, please cont <mark>a</mark> ct your property

Our accounting department will confirm your account the next business day.