

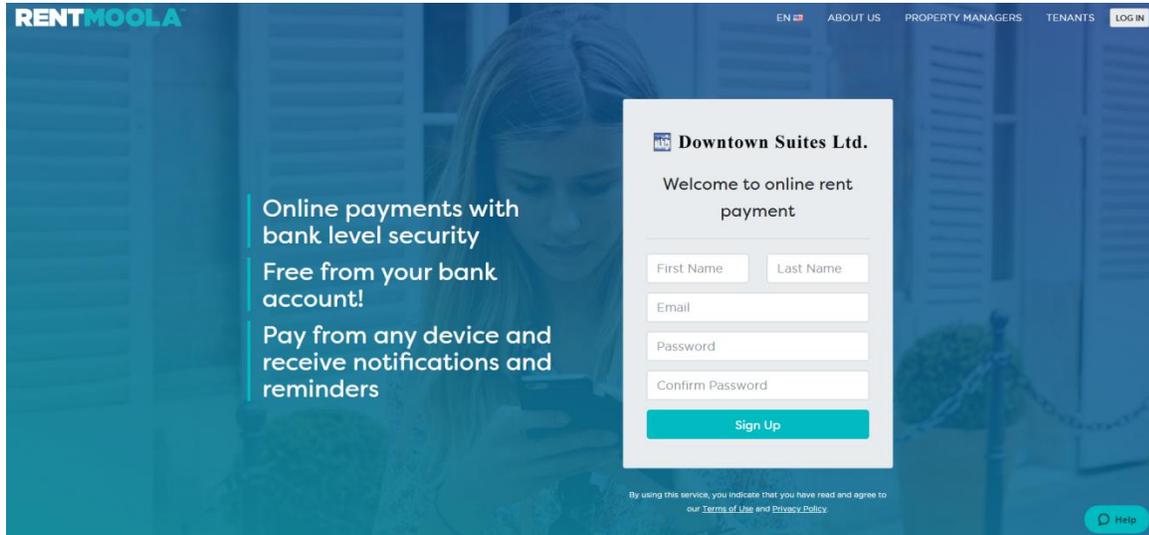
# Setting- Up RentMoola

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



1. Go to [www.downtownsuites.ca/tenants](http://www.downtownsuites.ca/tenants) and select “PAYING RENT”

2. Sign up on Rent Moola



RENTMOOLA

EN ABOUT US PROPERTY MANAGERS TENANTS LOG IN

**Downtown Suites Ltd.**

Welcome to online rent payment

First Name Last Name

Email

Password

Confirm Password

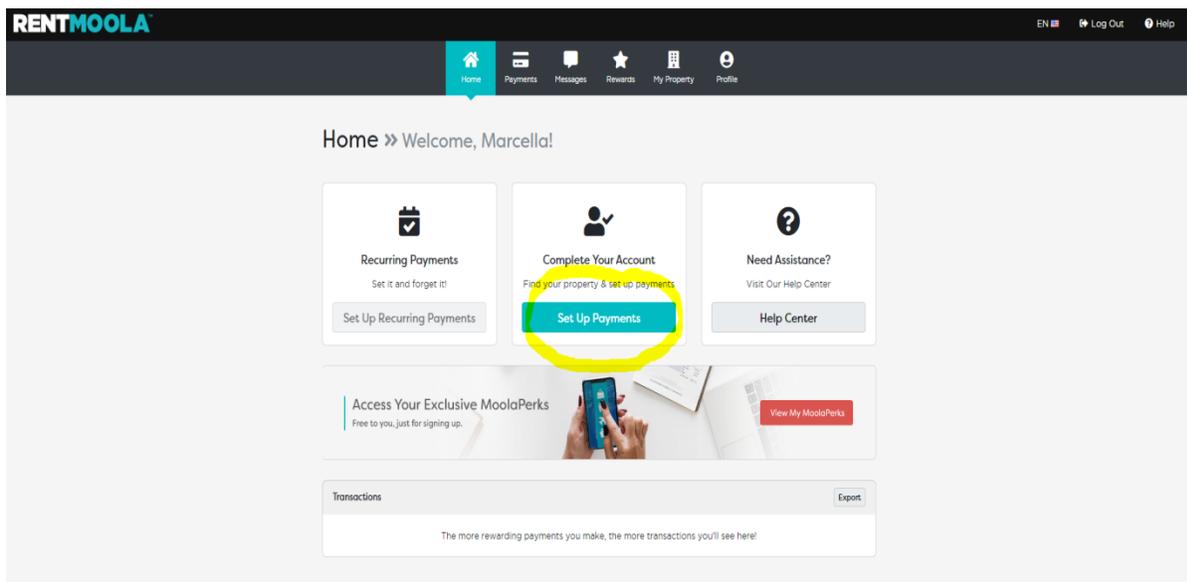
Sign Up

By using this service, you indicate that you have read and agree to our [Terms of Use](#) and [Privacy Policy](#).

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

Home Payments Messages Rewards My Property Profile

Home >> Welcome, Marcella!

**Recurring Payments**  
Set it and forget it!  
Set Up Recurring Payments

**Complete Your Account**  
Find your property & set up payments  
Set Up Payments

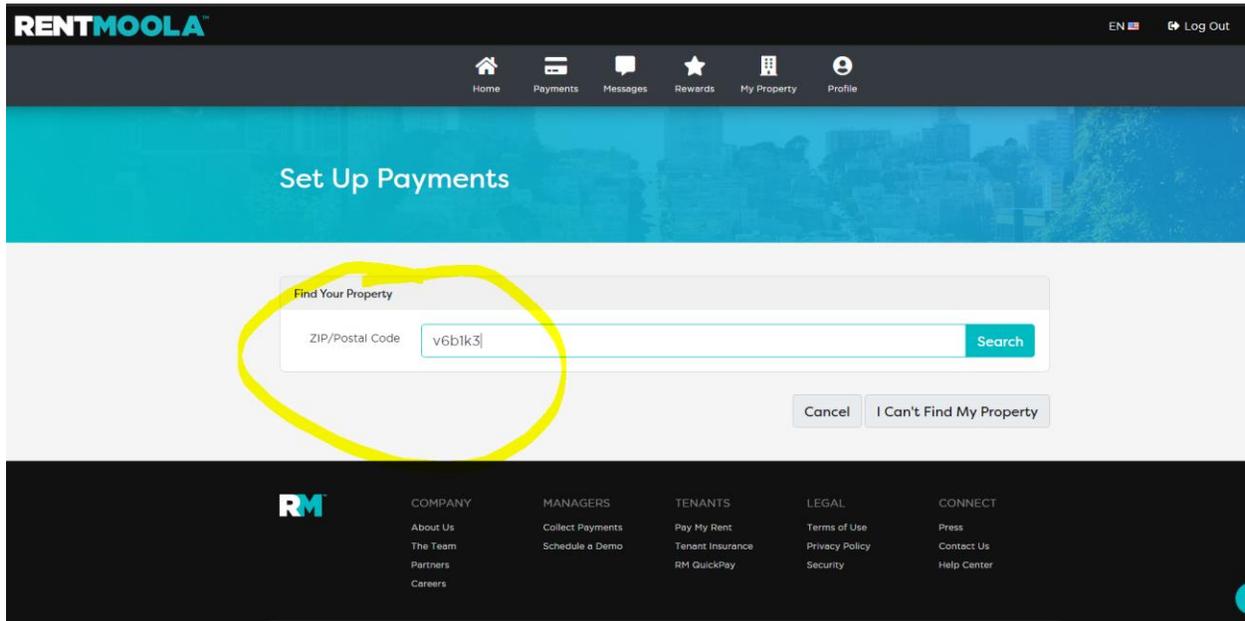
**Need Assistance?**  
Visit Our Help Center  
Help Center

**Access Your Exclusive MoolaPerks**  
Free to you, just for signing up.  
View My MoolaPerks

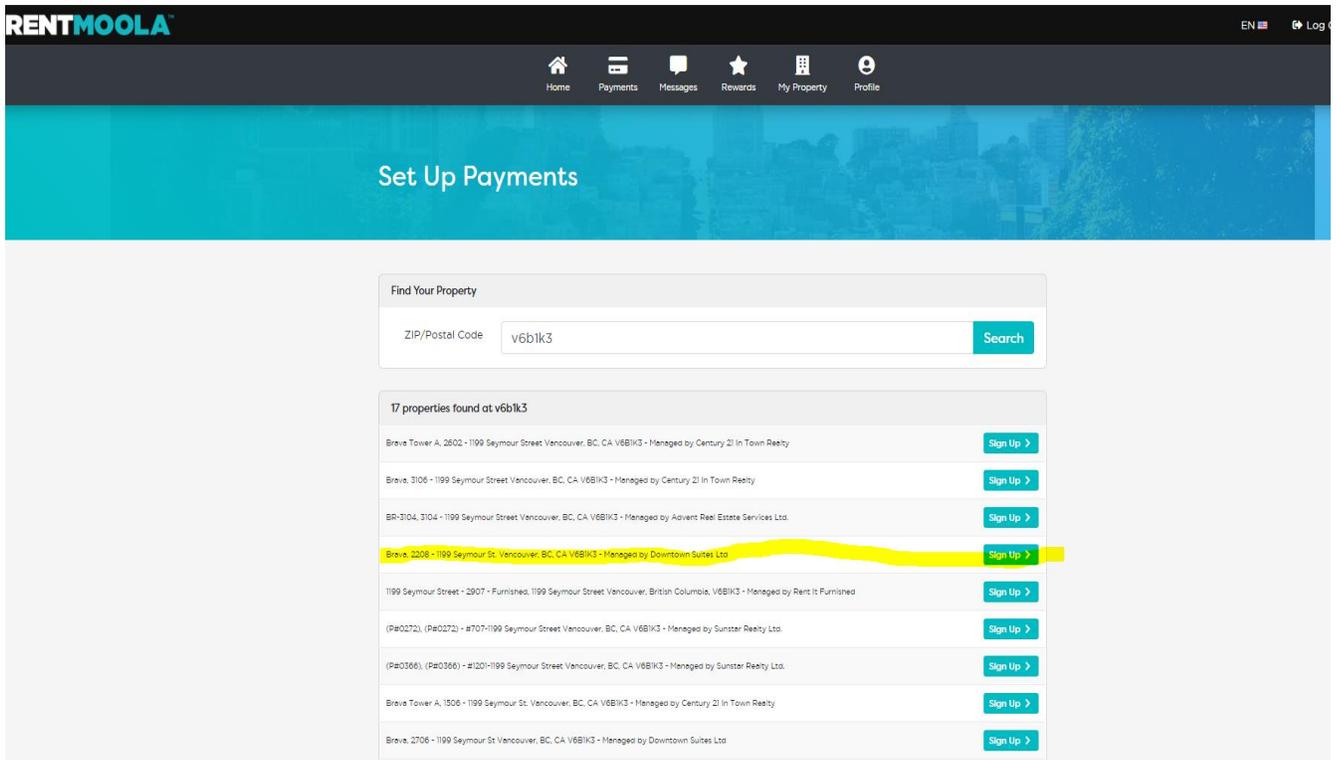
Transactions Export

The more rewarding payments you make, the more transactions you'll see here!

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



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



## 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 Log Out

Home Payments Messages Rewards My Property Profile

### Set Up Payments

Your Residency at 1199 Seymour St.

Residency Type: Residential Tenant

Residency Status: I've already been living at 1199 Seymour St.

Phone Number: 6046948801

Unit/Suite No.: 2208

Cancel Back Continue

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

RENTMOOLA™ EN

Home Payments Messages Rewards My Property Profile

### Set Up Payments

Making Payments at 1199 Seymour St.

RECURRING PAYMENTS  
Set it and forget it! Simply set up automatic monthly recurring rent payments for your desired date and never worry about missing a payment ever again.

ONE TIME PAYMENTS  
Log in to your RentMoola account and click the "Make A Payment" button to easily make a manual, non-recurring, rent payment.

**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*

making payments at 155 Seymour St.

**RECURRING PAYMENTS**  
Set it and forget it! Simply set up automatic monthly recurring rent payments for your desired date and never worry about missing a payment ever again.

**ONE TIME PAYMENTS**  
Log in to your RentMoola account and click the "Make A Payment" button to easily make a manual, non-recurring, rent payment.

**First Recurring Billing Date**

**First Billing Date**

Every month on the day you select, you will be charged the combined total amount of your recurring payments. Your property manager requires that your recurring billing date must be on the first of the month only.

**Final Recurring Billing Date**  Set an end date for my recurring payments

**Recurring Charges**

Rent	<input type="text" value="2000.00"/>
Bike Storage	<input type="text" value="0.00"/>
Other	<input type="text" value="0.00"/>
Parking	<input type="text" value="0.00"/>
Storage	<input type="text" value="0.00"/>
Invoice	<input type="text" value="0.00"/>
Utilities	<input type="text" value="0.00"/>



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

## Set Up Payments

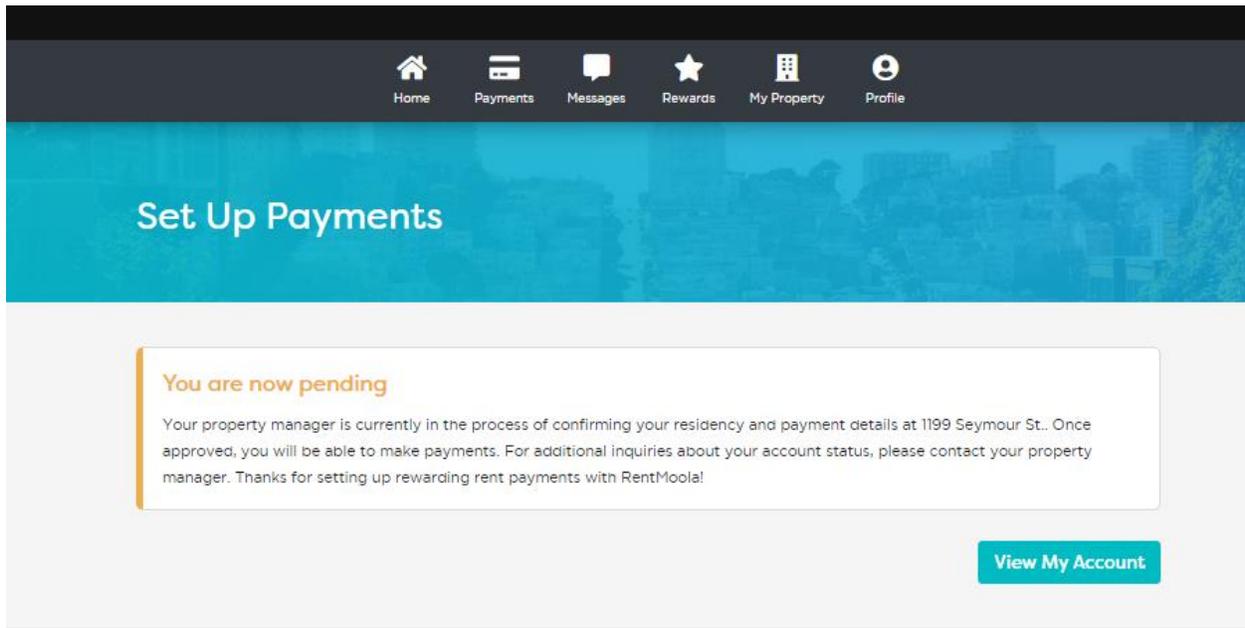
Property Details	
Building Name	Brave
Street	1199 Seymour St.
City	Vancouver
State/Province	BC
Country	CA
ZIP/Postal Code	V6B1K3

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

By clicking Confirm, you hereby agree to RentMoola's [Terms of Use](#).

13. You will receive the following email message:



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