# Welcome to Your Tenant Portal

## Your Tenant Portal gives you easy options to:

- Pay Rent Online
- Submit Maintenance Requests
- View Shared Files

- Obtain Renters Insurance
- View Your Payment History
- Update Your Contact Information

### **How to Access Your Tenant Portal**

You will receive an email from <a href="mailto:notices@rentecdirect.com">notices@rentecdirect.com</a> which will give you instructions for logging into your Tenant Portal.

You can also access your tenant portal with your login credentials by visiting rentecdirect.com/tenants.

Easy video instructions can be found on the Rentec Direct YouTube Channel Resident Connect: Tenant Resources Playlist

### **Download the App - Resident Connect by Rentec Direct**

Get quick access to your Tenant Portal from your smartphone with the Resident Connect app downloadable from either the <u>Google Play Store</u> or <u>Apple Store</u>

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### **How to Pay Rent Online**

You can easily pay rent online through the Payments Tab in your Tenant Portal. To get set up follow these simple steps:

- 1. Log into your **Tenant Portal**
- 2. Click on the **Payments Tab**
- 3. Click the blue **Add Payment Account** button to take you to the *Manage Payment Accounts* page
- 4. Based on the payment type you choose, you will be prompted to *enter the appropriate information* for payment processing.\*
- 5. Payment options can be saved allowing for easy one-time or recurring monthly payments.

*Note there may	be a small transac	tion fee for all	online payments.	Please ask us	for more
information					

If you have any questions about accessing your Tenant Portal, using the helpful features, or setting up Online Rent Payments, please contact your property manager.