

HOW DO I SIGN UP?

Signing up is simple! If you haven't used ClickPay to make online payments before, setting up your account is easy and should only take a few minutes.

1. Create Your Account

In order to sign up, visit www.ClickPay.com/Vestar and click Register. Create your online profile with ClickPay by completing the following registration form and click **Create Account**.



2. Link Your Unit

Add your unit to your account by entering this account number:

Click **Submit** to confirm your account details.

3. Select a Payment Method

Add your preferred payment method by selecting Add New Bank Account or Add Credit/Debit Card. Fees may apply to payments made online.



4. Make a Payment

Residents can make a one-time payment at anytime or schedule recurring payments and have their account debited automatically each month.

One-Time payments can be made anytime by visiting the **Pay Now** tab or if you wish to set up automatic recurring payments from your account, select the **Auto Pay** tab. Your property or unit will be listed. Once confirmed, your payment with ClickPay will be completed.







WWW.CLICKPAY.COM/HELP | SUPPORT@CLICKPAY.COM