



# Now Available... Pay your rent online!



As a resident of a Cambridge Partners Community, you are now able to pay your rent online with your debit card, credit card or your checking account. You can even set up recurring automatic payments from your checking account so your rent will never be late!

Just go to [www.cambridgepartnersinc.com](http://www.cambridgepartnersinc.com) to register using the following steps:

1. Click on the link that says "Pay your rent online" from the home page.
2. Set up your User Name and Password- Click on the "Register" button.

**PLEASE NOTE:** For the initial account registration you will need to enter your apartment address as it is input into our property management data system, Yardi. After you have initially registered you will not need this information again because you will sign in using your personal user name and password that you have created.

**Pinery Woods Residents:** Your address must be input using the following format:

**Your building number, 1-2 zeros, apartment number (should be 7 digits)**

Example #1: 2223 Michael Apt. 1 would be abbreviated to 2223001

Example #2: 2233 Michael Apt. 12 would be abbreviated to 2233012

Example #3: 2340 Michael Apt. 5 would be abbreviated to 2340005

**Oak Valley Residents:** Your address must be input using the following format:

**Building Letter, 1-3 zeros, apartment number (should be 5 digits)**

Example #1: 2847 Oak Valley Dr. Apt. 1 would be abbreviated to A0001

Example #2: 2880 Oak Valley Dr. Apt. 101 would be abbreviated to B0101

Example #3: 2915 Oak Valley Dr. Apt 207 would be abbreviated to C0207

3. You may also register with your Resident ID which is your "tenant code" in Yardi (Cambridge Partners' property management software system) Please contact your leasing office at 957-9000 to obtain this number.
4. Once you have entered either your abbreviated unit address or your Resident ID, you will then be able to create your personal user name and password. Please remember this information, because you will use it to log in for future use (you won't need your Resident ID or address when you sign in after the initial registration).

**PLEASE NOTE:** There is a \$10 convenience fee for paying by credit or debit with your Mastercard, Visa or Discover Card. There is no convenience fee charged if you set up recurring payments from a checking account.



Use your credit card to earn Airline Miles or other rewards!



Contact your Leasing Office if you have any questions & we'll be happy to assist you!