How to Pay Online on Your Association Website

1. Go to www.tmgassociation.com and follow prompts to sign in or sign up as a new user. Hover over the Your Community tab and select Home. Click Pay Online next to your balance.

2. Select your payment type preference: Credit Card or Electronic Check. There are no convenience fees associated with Electronic checks, however, there is a convenience fee applied by the third party service provider when making Credit Card payments.

Select Electronic Check

- Select the account you want to use (checking or savings)
- If you’d like your assessments to be debited from your account each billing period, check the box that says “Automatically debit my account each billing period.” **In order to set up direct debit, your balance must be $0.00.** (Direct debit must be set up by the 20th of the month in order for your account to be debited for the following month.)
- Enter your account and routing information.
- Check the box that says you have read and agree to the Terms of Use.
- Click Submit.
This will set up your account. **You will still need to make your payment.**

- It will give you an option to pay the amount due or an “other” amount.
- Check the box for agreeing to the terms.
- Click submit.
There will be a pop-up confirmation window confirming that your payment was successful. **If you do not get a confirmation number, your payment did not go through!**

Select Credit Card/Debit Card

- There will be a pop-up with a notification that you will be routed to an external 3rd party site for your credit card processing. Click the statement in red to proceed. You will be routed to the Paylease website. **DO NOT BOOKMARK THIS SITE!**

You will see your balance due. Enter the amount that you would like to pay and click Continue.
Under the One-Time Payment Option you will select the radio button for Debit/Credit Card. Your convenience fee will be displayed here. You do not need the Express Pay as you will get credit with us for the day you paid online! If you do not want to continue, you can select the back button and exit out. If you would like to continue, after selecting the radio button, click continue.

Complete the required fields and click Submit. There will be a pop-up confirmation that your payment was complete. If you do not see a confirmation number, the payment did not go through!