



Powered by PayLease

How To Create Your Zego Portal Account

Step 1

At the bottom of the Payments page, click “NEW ZEGO PORTAL” to be taken to the portal – click the “CREATE YOUR ACCOUNT” button on the right to get started.

Log in or Create an Account to Pay Now

email

password

A Password is required

[forgot your password](#)

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 2

Enter your account number provided on the Notice Letter exactly as shown, including any leading zeros.

account number

last name

email

password

confirm password

I agree to the [terms and conditions](#) of use.*

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 3

Enter your last name as shown in your lease.

account number

last name

email

password

confirm password

I agree to the [terms and conditions](#) of use.*

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 4

Enter the email address you would like to use for your payment portal login.

account number

last name

email

password

confirm password

I agree to the [terms and conditions](#) of use.*

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 5

Create a password, and confirm the password by entering it again. Make sure these two fields match.

account number	last name
email	
password	confirm password

I agree to the [terms and conditions](#) of use.*

CREATE ACCOUNT

I HAVE A LOGIN

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 6

Click the box to “agree to the terms and conditions of use.”

account number	last name
email	
password	confirm password

I agree to the [terms and conditions](#) of use.*

CREATE ACCOUNT

I HAVE A LOGIN

Questions? Call 866-729-5327 OR visit our [Resident Support Center](#)

Step 7

Click Create Account.

account number	last name
email	
password	confirm password

I agree to the [terms and conditions](#) of use.*

CREATE ACCOUNT

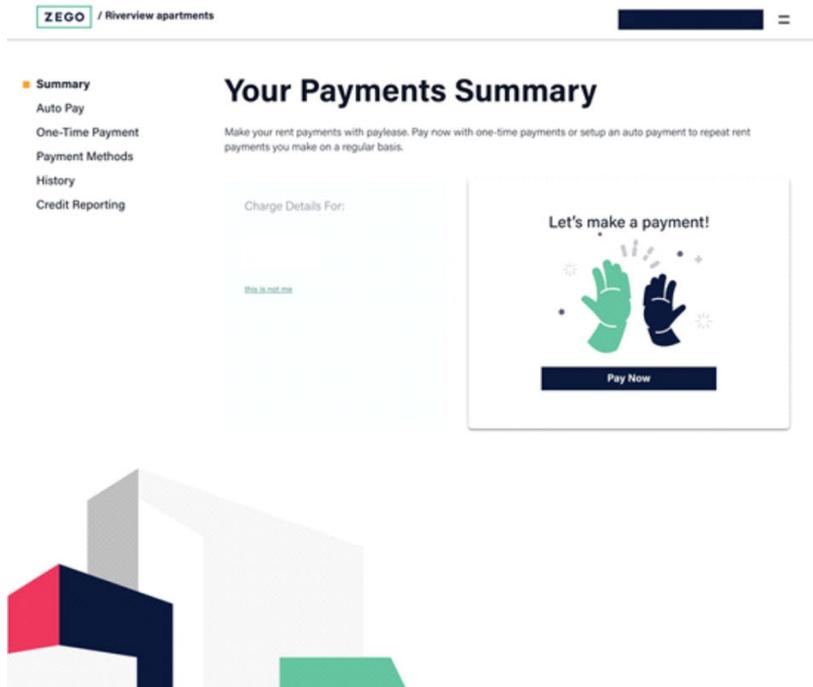
I HAVE A LOGIN

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Overview of your Zego By Paylease account

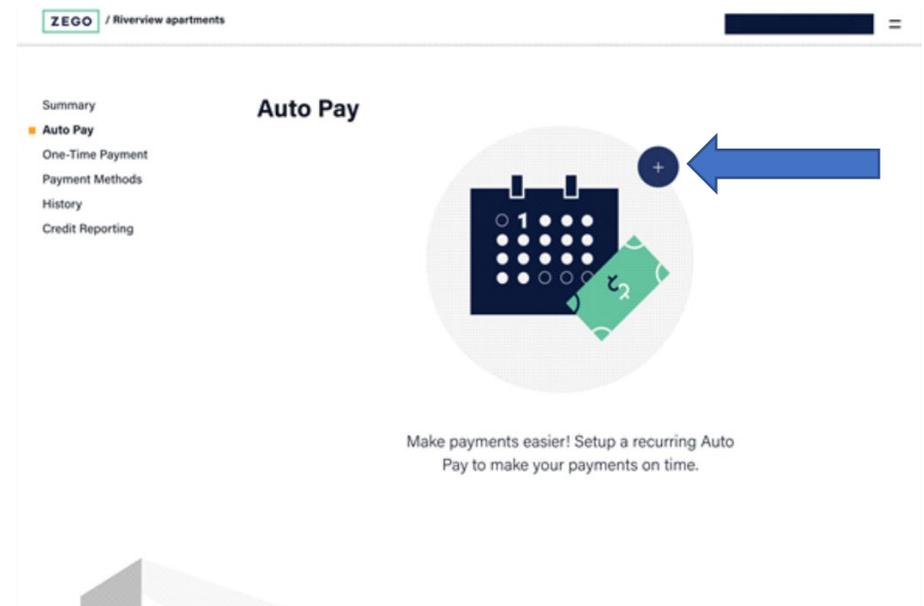
Your account will display the current account balance, as it is integrated with our accounting system. Within the account, you can make a One-Time Payment, Schedule Autopay, Input Payment Methods, and view your Payment History. We are currently working on adding the ability to submit maintenance requests and to receive notices from management via your account. Once upgrades completed, you will receive more communication from us and how to use the new services.

Account Dashboard



Setting up Auto Pay

Step 1: Click the “+” Icon



Step 2: Click the Edit icon and enter the payment details

ZEGO / Riverview apartments

- Summary
- Auto Pay**
- One-Time Payment
- Payment Methods
- History
- Credit Reporting

Payment

Your amount to be paid with each auto payment.

\$0.00

ZEGO / Riverview apartments

- Summary
- Auto Pay**
- One-Time Payment
- Payment Methods
- History
- Credit Reporting

Payment [cancel](#)

Set a fixed amount you always want to pay. Each auto payment will always be for the exact amount you set here, plus fees.

Lease Payment	\$ 0.00
Application Fee	\$ 0.00
Security Deposit	\$ 0.00
Amount Owed	\$ 0.00

Step 3: Select payment method (bank account is the preferred method – no fees on your end) and input Bank Account information

ZEGO / Riverview apartments

- Summary
- Auto Pay**
- One-Time Payment
- Payment Methods
- History
- Credit Reporting

Payment Amount \$1.00

Payment Method

Credit Card

Fee \$0.95

Bank Acc

Fee \$0.00

* accepted credit types are visa, mastercard and american express

ZEGO / Riverview apartments

- Summary
- Auto Pay**
- One-Time Payment
- Payment Methods
- History
- Credit Reporting

Payment Amount \$1.00

Payment Method - Add a Bank Account [cancel](#)

Name on Account <input type="text"/>	Bank Name <input type="text"/>	Account Type <input type="text" value="select"/>
Routing Number <input type="text"/>	Account Number <input type="text"/>	Confirm Account Number <input type="text"/>

Making a One Time Payment

Step 1: Input payment amounts and click “CONTINUE”.

ZEGO / Riverview apartments

Summary
Auto Pay
One-Time Payment
Payment Methods
History
Credit Reporting

Lease Payment
\$ 1000.00

Application Fee
\$ 0.00

Security Deposit
\$ 0.00

Amount Owed
\$ 0.00

My Full Balance \$0.00

Payment Amount **\$1,000.00**

Exit & Cancel Continue

Step 2: Repeat same as in Step 3 from “Auto Pay”. This will complete the submission.

Download the mobile app via the App Store or Google Play, for convenient on the go access on your phone or tablet.



Zego Resident (PayLease) 4.1
Payments & Dues
PayLease
★★★★☆ 2.3, 102 Ratings
Free

iPhone Screenshots

