

Instructions

The second page of this document is a flyer template that you can fill in with your business’s specific information, then print and hand out to your tenants or residents.

Here is what you need to do:

* Add the relevant information where the instructions are highlighted with blue text.
* Delete this page of the document.
* Print out as many copies as you need and hand them out to your tenants.



3 reasons to pay with electronic payments

**1. You can “set it and forget it.”**   
Enter your payment information once, choose the recurring payment option, and we’ll take care of the rest.

**2. It saves you time.**No more writing and mailing checks or going to the bank.

**3. You won’t be late with payments.**   
And that means no late fees!

How to get set up with electronic payments

**If you have internet access:**You can pay your bills online or set up a recurring payment by simply logging into **schustermanagement.com** and klick the tap **pay rent.**

**If you don’t have internet access:**Simply contact **Jim Schuster at 214-341-8494 or email jschuster@schstermanagement.com** and have the following information ready:

* For credit cards, bring your credit card information with you, and we’ll take it from there.
* For automatic bank transfers, we’ll need your account and routing number (or a voided check).

Cover your rent with **electronic payments!**