

## Resident Portal Use Terms and Condition

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The Todd-Gordon Companies LLC (TGC) offers online payment as a convenience to its residents. Payment may be made only by, and from the portal account of, a leaseholder. If you choose to use this service, the entire balance must be received and credited according to your lease. If your account has insufficient funds to support the portal payment(s) due, late fees, NSF fees, and other charges will apply pursuant to your lease. Charges for utilities may also be included in your balance shown.

This service may be used for one-time or recurring payments. You must make certain that there are sufficient funds in your account when either payment is processed. If you schedule recurring payments, you understand and agree that the amount owed may vary from one payment period to the next. Other charges may also be applied to your account. For example, if you have requested your locks to be changed, such a charge may appear in your account total. Therefore, if you schedule a recurring payment, you must make certain that there are sufficient funds in your account when the recurring payment is processed.

Online payment will not be accepted for the first month and/or first month pro-rated rent of your lease. Your portal account will be established within thirty (30) days after your move-in.

TGC reserves the right to discontinue this payment option individually, by property or properties, or otherwise in its sole discretion. The attempt to pay via this service does not constitute payment. Use of this system does not serve as a defense to an application of late fees if TGC does not receive your payment prior to when payment is considered late for you.

Funds will be debited from your account at the time your payment is scheduled to occur.

Changes in any profile information subsequent to initial registration without immediately and simultaneously notifying your property management office will result in online payment being denied. Please see your property management office for more details.

Use of this service does not affect the terms of your rental agreement.