

Online Fee Payment Instructions

The Larch Homeowners Association has transitioned to a new version of software in time for the upcoming encumbrance season! This program will allow homeowners to more easily and securely pay annual fees online, and over the phone by credit card; all you need is the access code and invoice number as outlined on your renewal statement.

Invoice Number:	187067
Access Code:	885507

The numbers posted above are an example only. Please refer to the codes on your unique renewal notice.

To get started, go to <http://central.ivrnet.com/larchpark/payment> from any internet browser. This link will also be listed on your renewal statement. You will be asked to enter your **invoice number** and **access code**.

Welcome

Please make sure that you checkout your cart before proceeding. You will be automatically logged in to pay this invoice

* **Statement or Invoice Number**

* **Access Code**

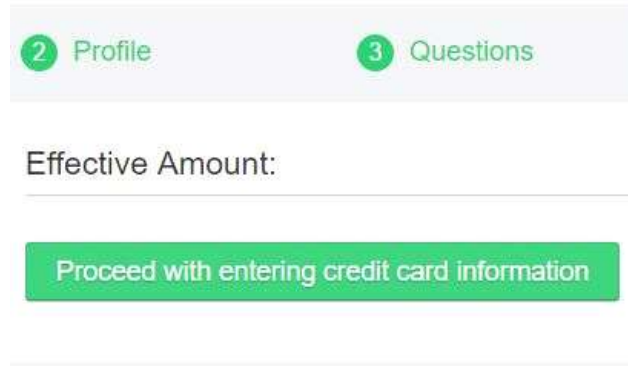
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Click **Submit**.

You will then be directed to a short multi-step process to confirm payment amount, update contact information, accept waiver(s), and enter payment details. At the final step, click **Proceed**

with entering credit card information.

Please note: a 3% convenience fee will be added to your credit card payment.



The screenshot shows a payment interface with two progress steps: '2 Profile' and '3 Questions'. Below the steps is a label 'Effective Amount:' followed by a horizontal line. At the bottom of the interface is a prominent green button with the text 'Proceed with entering credit card information'.

Telepay Fee Payment Instructions

The Larch Homeowners Association has also implemented a new way to pay for your annual encumbrance fee. Telepay is a fully secure and PCI-compliant method for paying by credit card over the phone, through auto-attendant.

To get started, have your invoice and credit card ready, and dial 587-635-0488. Follow the prompts given by the auto-attendant to complete your payment.

For more information, or instruction on how to use these new systems, please call the office at (780) 945-2816.