

McKenzie Lake Residents Association Fees

Online Fee Payment Instructions

The McKenzie Lake Residents Association has transitioned to a new version of software last year. 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.*

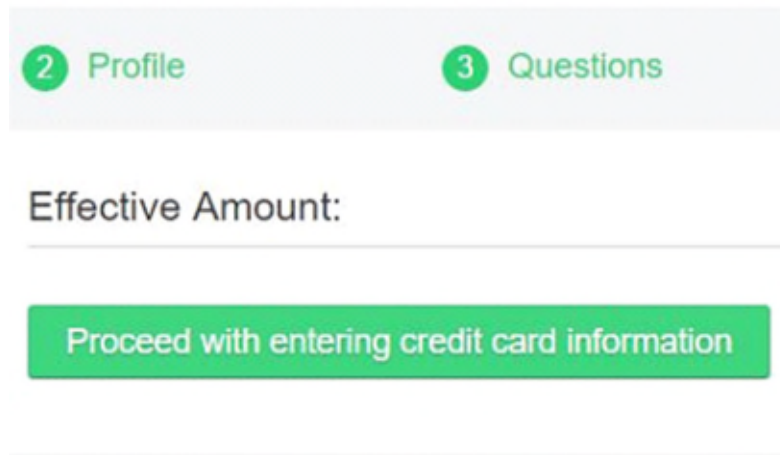
To get started, go to <http://central.ivrnet.com/mlra/payment> from any internet browser. This link will also be listed on your renewal statement. You will be asked to enter your invoice number and access code.

The screenshot shows a web interface with a large 'Welcome' heading. Below it is a blue banner with the text: 'Please make sure that you checkout your cart before proceeding. You will be automatically logged in to pay this invoice'. Underneath the banner are two input fields. The first is labeled '* Statement or Invoice Number' and contains the value '187067'. The second is labeled '* Access Code' and contains the value '885507'. At the bottom left of the form area is a blue 'Submit' button.

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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**.



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

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

NOTE: Please use your existing username (email) and password if you have already registered your account with us this past year. If you forgot your password, follow the instructions on the log in page - <http://central.ivrnet.com/mlra>. Once you have access to your account you can pay you fees.

IMPORTANT - Please **DO NOT** create an account in our system. This created account will be a duplicate and will **NOT** be connected to your property.

Telepay Fee Payment Instructions

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 **587-392-0747**. Follow the prompts given by the auto-attendant to complete your payment.

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

The Office will not be accepting credit cards in person or through the main phone line. Credit card (MasterCard and Visa) payments can be made Online or through Telepay only.

For more information, or instruction on how to use these new systems, please call the office at (403) 257-1657 or email manager@mlra.ca.