QUICK REFERENCE

01 **LOGGING-IN:** You will receive an e-mail containing login information for your association's HOA Ally site. If you do not receive an e-mail, reach out to one of your board members and ask for access as well as confirm that they have the correct e-mail address on file.

02 **USING THE SITE:** As a resident, you can't really hurt anything so click around and explore the site! Don't be afraid to try things out. We hope you find it easy to find your way around.

03 **MAKING A PAYMENT:** If your association has online payments enabled, you'll be able to submit payment on the home page of your site. When you make a payment you'll be brought to a secure payment provider named WePay to submit payment to your association.

04 **GETTING HELP:** In the bottom left of every page there is a gray tab labeled "Contact support." Click this any time to send a message to Community Ally technical support. We try to respond within 2 hours of every request made during normal business hours.
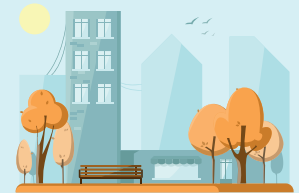
Taylor Clark | www.HOAally.org | Quick Reference