

## **Payment Methods for Condo Fees**

### **R&R's Online Portal System**

Set up an account with R&R to pay your fees through their online portal system which uses electronic payment from a bank account that you designate. Payment can be on a monthly recurring option or set up as a one time online payment which you activate on a monthly basis. **Please Note:** There is a \$2.49 fee when using R&R's portal system. Payments made through debit or credit cards are charged a fee. To set up an account, follow the link below and select **“Request access to the portal”** at the bottom of the displayed screen:

[R&R Realty Management, LLC \(appfolio.com\)](http://appfolio.com)

### **Bill Pay**

If you use your personal bank's online banking system, please use the Payee and Payment address below to send your payments:

Payee: Liberty Estates Condominiums  
R&R Realty Management, LLC  
971 Providence Road  
Whitinsville, MA 01588

### **Payments via US Mail**

If you mail in your payment, please use the address above. Be sure to include your unit address on your check. Payments are applied to the oldest balance due unless otherwise specified.

### **Payments in Person**

If you wish to stop by our office in Whitinsville, our office hours are Monday through Friday from 9:00 am – 5:00 pm. There is also a drop box should you visit us during non-business hours. Ensure your check is in an envelope addressed to Liberty Estates Condominiums. Payments received after business hours and on weekends will be applied the next business day.

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Creating an account with R&R will allow you to perform the following tasks through their portal:

- On-Line Payment
- Check your account
- Modify your Profile
- Upload Proof of Insurance
- Submit Maintenance Request
- Submit Architectural Request
- View R&R Help FAQ's