



HIGHLAND HOUSE Online Rental Payment System

HIGHLAND HOUSE is proud to announce that your rent may now be paid online and there is *no fee* for paying rent this way!!

You may access the **HIGHLAND HOUSE** online payment by using the property website (www.highlandhouseapts.net). Click the [RESIDENT CORNER BUTTON](#) and then click [PAY YOUR RENT](#) under [ONLINE SERVICES](#).

Once you have arrived at the Pay Your Rent screen, you will first [REGISTER](#). You do this by entering all of the information requested. The system will [NEVER](#) ask for your Social Security number. The onsite management office will receive your registration request. They will then assign your permanent tenant identification number and approve your registration. You will then receive a return e-mail, notifying you of your registration approval. Please note the approval by management is completed during normal business hours, Monday through Friday and this [REGISTRATION](#) step only has to be completed once, when you initially register.

Once you have received an e-mail notifying you of your registration approval, you can now log in and pay your rent. Simply go back to the **HIGHLAND HOUSE** web site and go to [PAY YOUR RENT](#). You can log in with the username and password you created during registration. Once you are logged in and ready to enter your payment information, there is one important step to follow. Click the [FIND](#) button next to the [TENANT ID FIELD](#). The Tenant Identification Number that the office staff entered for you will appear. This number allows the online system to correctly identify you and is your number only. Every person who pays rent online must register and receive a tenant identification number.

The payment screen will indicate your monthly rent amount and your current balance due. Once you enter your payment information and click submit, you will receive an e-mail confirmation indicating your rent payment was received.

You're done, rent paid! Your one-time registration will take just a few minutes. Once you have your registration approved and have been assigned your Tenant Identification Number, you may pay the rental charges from any computer at any time from any where.

Please contact the **MANAGEMENT OFFICE AT 301-657-3616** should you have any questions.

IMPORTANT INFORMATION: *Your Lease Agreement provides rent is due on or before the 1st of every month and is considered late if received after the 10th of the month. If you choose to use this online service to pay your rent, you should pay by the 6th of the month in order to assure your payment is received on-time and to avoid late charges. Invariably, weekends are in the payment cycle and if the 10th is a Friday, Saturday or Holiday, it is possible the payment will not be posted until after the 10th.*