

How To Sign Up For



To Set Up Rental Payment Account:

- 1) Go to www.paylease.com
- 2) Once you are at the home page, go to "CREATE ACCOUNT", it is located under "Forgot your password"
- 3) Click on "CREATE YOUR ACCOUNT" under Renter option on the far left side of page
- 4) Type in the full street address including Pottstown, PA 19464
- 5) On the next page, your address should be at the very top
- 6) Click on it and then answer questions to set up your account

If you have any questions, please feel free to contact Julie Ricci at julie@easthillrealestateco.com

Thank you,

Hanover Square Townhomes

To Pay Application Fee:

- 1) Follow instructions above to set up a new account
- 2) Use the address "Hanover Square Townhomes - 212 South St. Pottstown, PA 19464"
- 3) \$50 application fee per adult (no fee if you use you routing and account number)
- 4) Forward a copy of the receipt to letisha@easthillrealestateco.com