



Introducing TownSq!

H.O.A. Management Services is excited to announce the launch of TownSq — a new all-in-one mobile app designed to help you connect, collaborate and stay up-to-date with your association and your account any time on any device. Manage your account and access the resources you need when you need them.

Download the app and register now to:

- Easily communicate with your management team
- Manage your account and pay online
- Get up-to-date news and alerts
- Request and review status of service inquiries
- And more

Register for your account by going to app.townsq.io/partners/signup and entering your C3 Account ID and Unit Zip Code below:

1. C3 Account ID: «account_id»
2. Unit Zip Code: «unit_zip_code»

Note: If you have more than one account, you will be able to link them and have a single login.

3. Once your account has been created, go to app.townsq.io/login and enter your e-mail and password.

To make a one-time payment or schedule recurring payments*, simply:

1. Login to TownSq
2. View your account balance and click “Make a payment” under “Accounts”
3. Add your preferred payment method (credit card or ACH) to our secure environment.
4. Pay online instantly with a one-time payment or set up recurring payments with auto pay.

****Recurring payments occur on the 5th of each month.***

ONCE LOGGED IN, YOU WILL INSTANTLY BE ABLE TO CUSTOMIZE YOUR COMMUNICATION SETTINGS TO START RECEIVING NOTIFICATIONS – WHEN AND HOW YOU WANT!

Questions? Contact your management team for details.

Sincerely,

Fran Hidalgo, CCAM®, CMCA®, AMS®

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***About TownSq** – TownSq is the global solution for better community living. Designed as the single source of truth for managing communities, TownSq delivers the most complete, mobile community experience by helping you connect, collaborate and stay informed on everything happening in your community – from daily management and ongoing maintenance to community programs and events. Our communities use TownSq to empower their managers, members and residents to experience community their way. Visit www.townsq.io to learn more.*



www.townsq.io

