

We have a new look your Member Services where you can pay your bills online!

Your Logon is your MLS username, and when paying invoices, you can click on the link from your email that will automatically send you to your member profile on the IMS system. You can pay by Credit Card or Telecheck online.

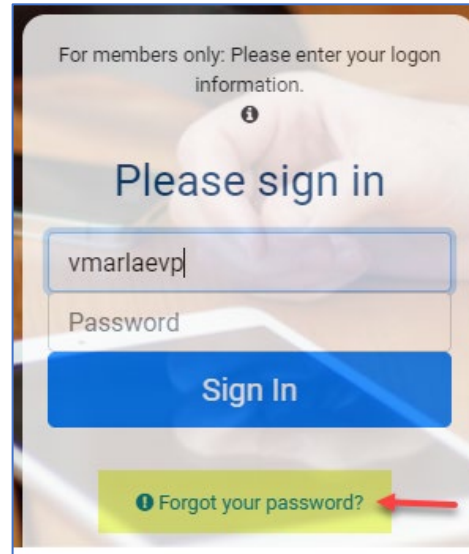
Your username is your MLS username.

Your password is not necessarily your Matrix MLS password, however!

- If you remember the password that you created for your IMS account? No worries!
- Click on the “Forgot your password” and your password will be emailed to you.

To retrieve your password.

- Click on the link – **Forgot your password?**



(NOTE: if we do not have a current email in our system, this feature will not work, and you will not receive an email with your password. Contact the Association at pvp@pvp.com and we will be happy to assist you.)

- Complete as instructions in the next screen shot and click **SUBMIT** to have your password emailed to you.

An email with your password will be sent to the email address PVPAR has on file.
You can go back to the IMS system, sign in and pay your outstanding invoices.

Access Member Services

Click on the **Member Services** link to get the drop-down menu.
 Click on the first link: **Pay Your Invoices Here**.

The following screen will show your outstanding invoices.

If you would like a copy for your records - Click on the Invoice link shown below to receive a PDF copy.
 Click on the box under **Pay Now** for the invoice that you would like to pay, and then click on **Choose Payment Option**.

Invoice	Date	Office / Incurring Member	Invoice Total	Amount Applied	Balance Due	Pay Now
5132581	07/23/21	PVPAR / Marla E. Virgin	150.00	0.00	150.00	<input checked="" type="checkbox"/>

Aging	Current	Over 30 Days	Over 60 Days	Over 90 Days
Amount	0.00	150.00	0.00	0.00

Choose your method of Payment:

Click **Credit Card** or **TeleCheck**

You selected the following invoices to pay. Click the appropriate payment button, or click Cancel to change your selections.

Invoice	Date	Office	Balance Due	Amount to Pay
5132581	07/23/21	PVPAR	150.00	150.00

Total Selected: 150.00

Choose your method of payment **Credit Card** **TeleCheck** **Cancel**

Payment by Credit Card:

After completing this form – Click **I Authorize this Payment**

Please note, if you enter another email than the one you have on file with PVPAR, it will not save it to your Association record. You will need to update this in the Personal Information section under Members Services.

Payment Information

Please select a credit card and shipping address below.

Credit Cards on file

Add New Card **Modify Card(s)**

Amount: 150.00

Confirmation will be sent to the following e-mail address below. You may temporarily change your e-mail address here for this session. If you would like to permanently change your e-mail address please do so from the personal information/profile page

Email Address: *

Payments made by credit card on this site will appear on your credit card billing statement under the name ""

I Authorize this payment

Payment Receipt Screen will give you the opportunity to **print a receipt** or **go back to the main menu**.

Payment Receipt

Thank you, your payment has been successfully processed!

Please save or print this page for your records.


Print the Receipt **Back to Main Menu**

Click "Back to Main Menu" when you have finished with this page.
(If you select the browser Back button or refresh your screen, you will receive a duplicate E-Mail.)

Thursday, August 26, 2021, 3:32pm	Receipt #136282	Authorization #56636777
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Bill To	Member#	Office Information
Marla E. Virgin 28441 Highridge Rd, Ste 401 Rolling Hills Estates, CA 90274	73195 Office# 7589	PVPAR 28441 Highridge Rd, Suite 401 Rolling Hills Estates, CA 90274

Telecheck processing - See notes below



Member Services ▾ Contributions ▾ Events, Education and Committee Calendars ▾ Communication Services ▾ Member Resources ▾ Member Forum ▾

Please select a Bank Account and shipping address below

 Bank Account to be used
[Add a new Account](#) [Modify your Account](#)

Total to be charged to your TeleCheck
150.00

Please enter your check number. Record this check in your records as a used check.

Check Number

Please enter the bank numbers (including the check number) that appear at the bottom of your check without spaces or punctuation characters. [Click here for an example](#)

MICR

E-Mail Address (required)

Transaction Authorization: By typing in my driver's license or identification number above and clicking the "I Authorize This Transaction" link below, I confirm that I am the owner of the account identified by the MICR numbers entered in the Internet check above and authorize this merchant and/or TeleCheck to convert my account information entered above into a paper draft drawn on, or an electronic debit to, my account for the amount of this transaction. In the event that my paper draft or electronic debit is returned unpaid, I agree that a returned item fee also may be debited from my account electronically or drafted via paper draft. The amount of the fee will be determined by the state where my billing address is located. (See the list below for the fee for your billing address.) Further, by submitting a transaction, I expressly authorize this merchant to obtain a report of my check-writing history from TeleCheck to prevent fraud and for other authentication purposes. For more information on TeleCheck's process and privacy policy, see [Internet Check FAQ](#) and [TeleCheck Privacy Policy](#).

Return Check Fee by State: Alabama \$30**, Alaska \$30, Arizona \$25, Arkansas \$25, California \$25, Colorado \$20**, Connecticut \$20, Delaware \$30, District of Columbia \$25, Florida 25**A, Georgia \$30#, Guam \$20, Hawaii \$20, Idaho \$20, Illinois \$25**, Indiana \$20, Iowa \$30, Kansas \$30, Kentucky \$25, Louisiana \$25#, Maine \$25, Maryland \$35, Massachusetts \$25, Michigan \$25, Minnesota \$30**, Mississippi \$40, Missouri \$25, Montana \$30, Nebraska \$35, Nevada \$25, New Hampshire \$25, New Jersey \$30, New Mexico \$30, New York \$20, North Carolina \$25, North Dakota \$25, Ohio \$30**, Oklahoma \$25, Oregon \$25, Pennsylvania \$30, Puerto Rico \$10, Rhode Island \$25, South Carolina \$30, South Dakota \$30, Tennessee \$20, Texas \$30**, Utah \$20, Vermont \$25, Virgin Islands \$35, Virginia \$35, Washington \$30**, West Virginia \$25, Wisconsin \$25**, Wyoming \$30.

** Checkwriter also responsible for all other costs of collection

*** Amount stated or 10% of the face amount of the check, whichever is greater.

^ Checks from (1) \$0.01 to \$50.00 = \$25.00 fee, (2) \$50.01 to \$300.00 = \$30.00 fee, (3) \$300.01 and over = the greater of \$40.00 fee or 5% of the face amount of the check.

Amount stated or 5% of the face amount of the check, whichever is greater.

[I Authorize This Transaction](#)

Complete the steps as directed within this section and you are done! If you need additional assistance with the TeleCheck processing, contact the Association for additional information.

We are always here to help you. Please contact us if you have any questions at pvpar@pvpar.com or 310-377-4873. Thank you for your continued membership with PVPAR.

By-the-Way... this is a great time to check your **profile information** and update any items that need to be updated. Has your email changed? Home Address? Phone numbers? Do you want to have more information in your profile, including your photo? Make sure we have your most current information on file. 😊