

## **How to Enroll in AutoPay**

1. Log in to the Owner Portal:  
<http://engage.goenumerate.com/s/meadowwood/>
2. Click **Make a Payment**.
3. Click the **hamburger menu** (the icon with three horizontal lines) in the upper-left corner.
4. **Select Settings**.

### **IF YOU DO NOT HAVE A PAYMENT METHOD SAVED**

1. Click **Add New Payment Method** and enter your payment method details.
2. Click **Save Payment Method to Your Account**.
3. Return to **Settings** by clicking the hamburger menu in the upper-left corner.
4. Select your newly added payment method.
5. Choose your AutoPay preference:
  - **AutoPay Full Balance** – automatically pays your entire account balance.
  - **AutoPay Select Charges Only** – automatically pays only designated charges.
6. Click **Save Changes**.

### **IF YOU ALREADY HAVE A SAVED PAYMENT METHOD**

1. In **Settings**, select the payment method you would like to use for AutoPay.
2. Choose your AutoPay preference:
  - **AutoPay Full Balance** – automatically pays your entire account balance.
  - **AutoPay Select Charges Only** – automatically pays only designated charges.
3. Click **Save Changes**.

Your AutoPay enrollment is now complete.

**\*\*WITHIN THE SETTINGS MENU, YOU CAN ALSO UPDATE YOUR AUTOPAY PAYMENT METHOD, VIEW YOUR ENROLLMENT STATUS, OR UNENROLL FROM AUTOPAY.\*\***