

350 C Street, South San Francisco, CA 94080 (650) 583-7631

Date: May 23, 2024

TO: SSFHA Tenants at C Street, South San Francisco, CA 94080

## **RE: Reactivation of Online Payments Through Tenant Portal**

Beginning **May 23, 2024**, South San Francisco Housing Authority will be reactivating the online payment feature through the Tenant Portal. As a result of this transition, tenants will have more online payment options and be able to add and save your preferred payment methods, making future payments easier and more seamless. Below are the online payment options that South San Francisco Housing Authority has approved:

- Online Debit Card
- Online Credit Card
- Online ACH/Bank Account

To start utilizing online payments again, tenants can log into the Tenant Portal as normal, navigate to the online payment processing section, and proceed as normal to make a payment. You will enter in your preferred method of payment, which will be saved for future use.

If you have not registered for an online tenant portal account and want to make the rent payment online, please email your request to <u>admin@ssfha.org</u> and we will provide you an online registration code and instructions how to view and pay your monthly rent.

We appreciate your patience and understanding as we continue to navigate through this exciting new integration.

If you have any questions or concerns regarding online payments through the Tenant Portal, please do not hesitate to contact the office at (650) 583-7631.

Sincerely,

Leah Taylor

Leah Taylor Executive Director