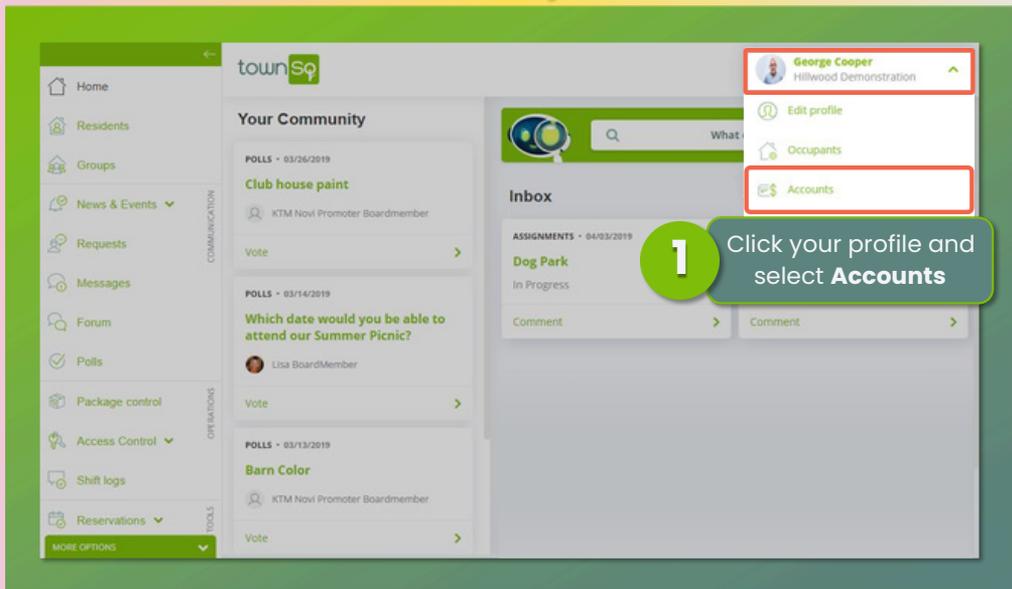


# 1

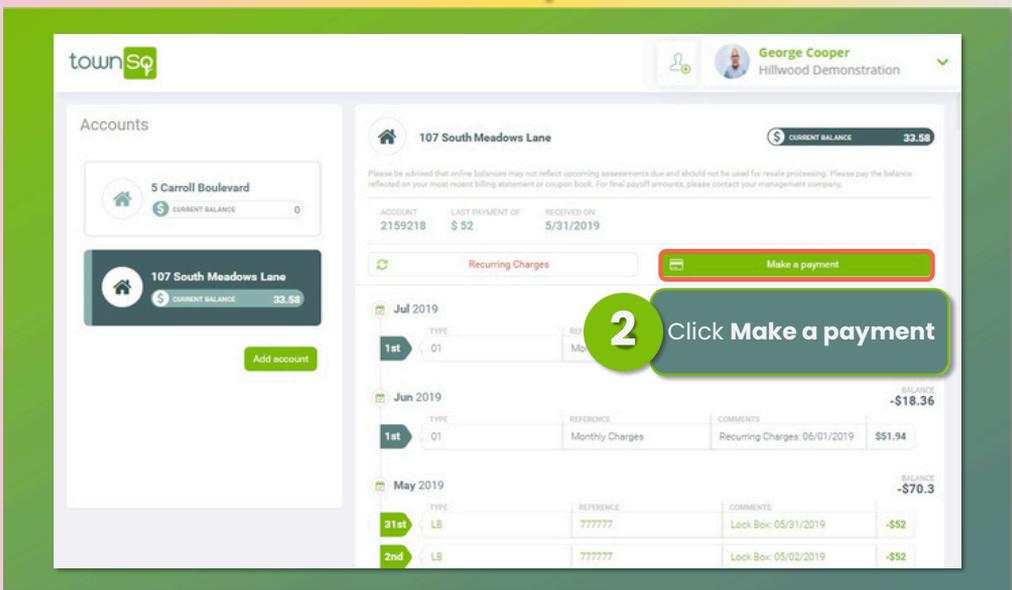
# townsq

## Make a Payment



# townsq

## Make a Payment



# 1

## townsq Make a Payment

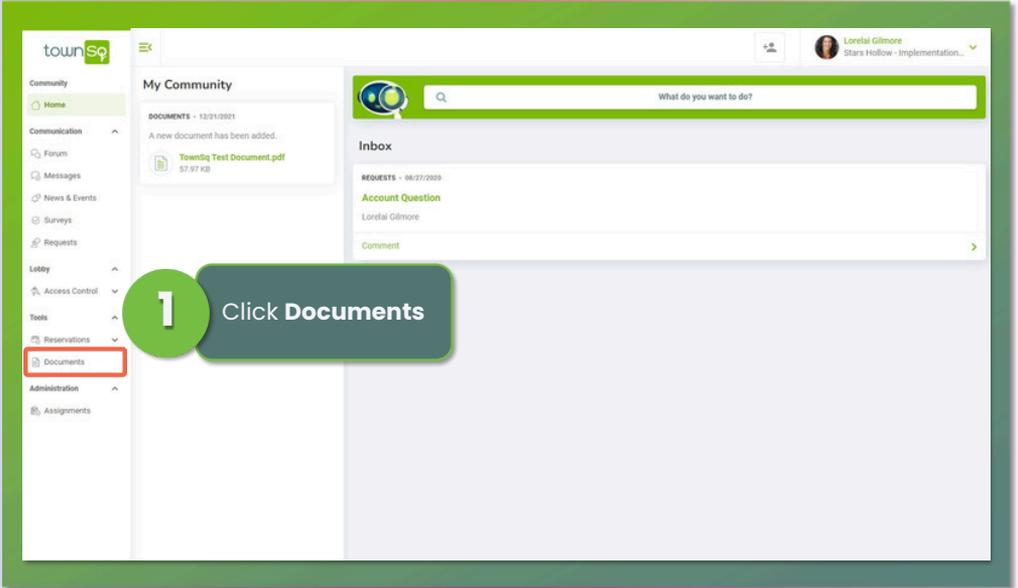
You will then be redirected to Castle Group's Website to make your payment

The screenshot shows the Castle Group Resident Center website. The top navigation bar includes links for Resident Center, Upcoming Events, FL Resale Documents, TX Resale Documents, CastleNet®, and Castle Careers. A 'Request A Proposal' button is located in the top right corner. The Castle Group logo is on the left, and a secondary navigation bar contains links for Home, Who We Are, Services, Why Castle, Resources, and Contact Us. The main content area is titled 'Resident Center' and features three primary options: 'Manage Autopay' (with sub-links: Enroll, Change, Cancel, Autopay Setup How To), 'Pay Online' (highlighted with a red box), and 'Online Forms'.

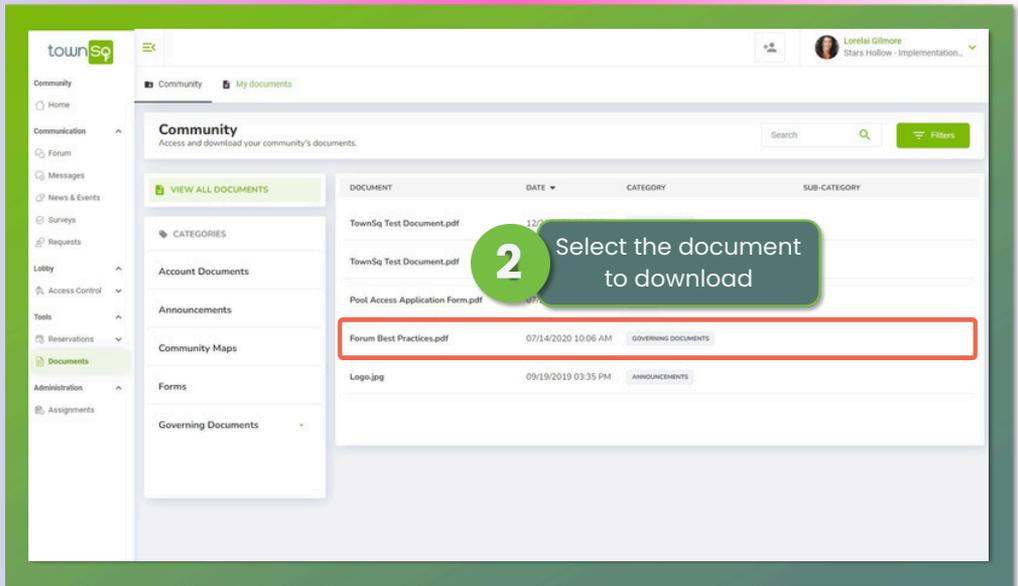
Tip: You will be prompted to enter your Last Name and 6 digit account number

2

# townsq Documents



# townsq Documents: Download



## Documents: My Documents

Use **My documents** to upload and access documents viewable only by you

**My documents**  
Files in this section will be visible only to you.

VIEW ALL DOCUMENTS

DOCUMENT	DATE	CATEGORY	SUB-CATEGORY	ACTION
Plat.pdf	01/03/2022 02:39 PM	COMMUNITY MAPS		
2021 Homeowners Insurance.pdf	07/29/2021 05:08 PM	FORMS		

**CATEGORIES**

- Account Documents
- Announcements
- Community Maps
- Forms
- Governing Documents

## Linking Multiple Homeowner Accounts

1 Log in to your TownSq account, on a computer via the website, click on your name in the upper right-hand corner and select Accounts from the drop-down menu

## Linking Multiple Homeowner Accounts

2 In the center of the page under your property address, click on Add account

DATE	USER_ACCOUNTS TYPE	REFERENCE	COMMENTS	BALANCE
1st	Charge		Monthly Assessment	\$239
				<b>BALANCE \$2031.5</b>
Nov 2023				
1st	Charge		Monthly Assessment	\$239
				<b>BALANCE \$1792.5</b>
Oct 2023				
1st	Charge		Monthly Assessment	\$239
				<b>BALANCE \$1553.5</b>
Jun 2023				
1st	Charge		Monthly Assessment	\$239
				<b>BALANCE \$1314.5</b>

## Linking Multiple Homeowner Accounts

**3** Enter account information

**NOTE:**  
"Account number" and "Zip/Postal code" must match the account information

**4** Click Continue

**Welcome**

Before you can register we need to identify your account. Please enter your account number & zip code.

Account number (mandatory field)

Zip/Postal code (mandatory field)

First name (mandatory field)

Last name (mandatory field)

[Having trouble?](#)

[I'm new to townSq](#)

## Linking Multiple Homeowner Accounts

**5** Confirm account information

**6** Click Continue

**Account information** This isn't you?

NAME George Cooper	
ACCOUNT NUMBER 00249-4100	ZIP-POSTAL CODE 85740
ADDRESS 103 SADDLE LANE	

Add this account to your TownSq user

Great, now you can confirm that you want to add this account to your TownSq user.

TownSq user email  
george.cooper@gmail.com

## Linking Multiple Homeowner Accounts

**7** Select I understand and wish to continue

**8** Click Link

townSq

Account information This isn't you?

NAME  
George Cooper

ACCOUNT NUMBER  
00249-4100

ZIP/POSTAL CODE  
85740

ADDRESS  
103 SADDLE LANE

Linking this user will add the unit 103 SADDLE LANE and account 00249-4100 to your user george.cooper@gmail.com. This cannot be undone.

I understand and wish to continue

Link

## Linking Multiple Homeowner Accounts

**9** Enter email and password

**10** Click Login

townSq

Welcome to  
**TownSq**

**NOTE:**  
Both accounts will be registered under the same TownSq login

**Experience Community Your Way!**  
Login now to meet your neighbors, manage your account, and access the resources you need for better community living.  
TownSq is currently available to selected communities. Contact us at [help@townsq.com](mailto:help@townsq.com) for details.

Login using Facebook

OR

Username or email  
george.cooper@gmail.com

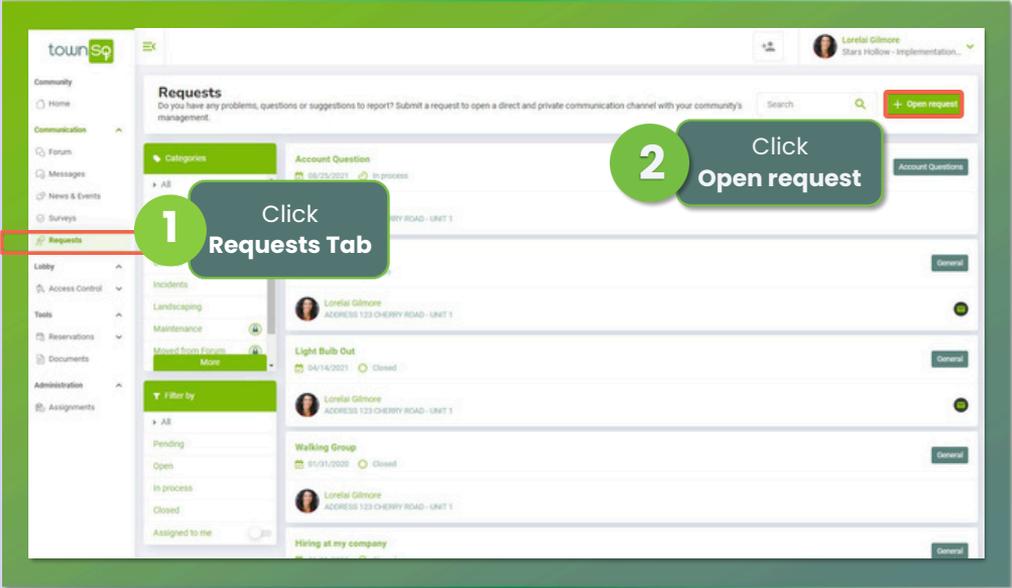
Password  
\*\*\*\*\* [I forgot my password](#)

Login

4

# townSq

## Open a Request



# townSq

## Open a Request

