



Pathway Housing & Support Services Inc.

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Website: www.pathwayhousing.ca - Email: info@pathwayhousing.ca

NOTICE TO NORTON LAKE RESIDENTS

Re: *On-Line Internet Payment*

February 1, 2014

Dear Residents:

In order to simplify rent/charges payment procedures for those residents who are not currently enrolled in the PAP (pre-authorized rent payment plan) PHSS has added an option for **On-Line Payment**.

This method can be used with most of the major financial institutions.

Instructions for use on-line payments

This payment option is working the same way as when you are paying for your other bills on-line (telephone, credit cards, etc.).

- When choosing to make a payment on-line select the name **Pathway Housing Services, or PHSS**. Most of the financial institution will accept your payment for Pathway.
- To identify yourself use the following code:
 - Start with the Letter **N** - (to identify the building name) **0205** (for your unit number) **S** (for the first letter of the family name).
Sample 1: *Norton Lake, Unit 205– Smith* – **N0113S**
Sample 2: *Norton Lake, Unit 1505 – Doe* – **N1505D**

Should you have any questions regarding the use of the new website and on-line payment please send your enquiry to: nortonlake@pathwayhousing.ca

Management