

# NEW PAYMENT PORTAL

## SETTING UP YOUR ACCOUNT

Online payments for  
OMNI Community Management

You can sign up for an account using information found on your account statement.

Account Number

Last Name

CREATE ACCOUNT

[Troubles creating your account?](#)

← Login with your username

### Step 1

Go to: <https://www.paydici.com/omni> and click "Don't have a Paydici account."

### Step 2

Enter 5 digit account number & last name as it appears on your statement & click "Sign Up"

### Step 3

Confirm account information & create a username & password

## MAKING A PAYMENT

Add a new payment method

Please enter this information exactly as it is kept on record with your bank

**Account Information**

Nickname

How do you refer to this account?

First name Last name

Account type

Choose one: --

**Billing Address**

Street address

Unit

City

State Zip Code

Add Payment Method Cancel

### Step 1

"Add Payment Method" and enter your preferred payment method and click "Add Payment Method" Skip to step 2 if you've previously entered this.

### Step 2

Click "Make a payment" or "Set up autopay"

### Step 3

Enter payment amount & desired posting date then click "Continue" (autopayments do not require date or amount).

### Step 4

Review & Confirm payment information then click "Confirm & Pay"

paydici Rachelle Friedman, Lambert St

1 Enter payment information 2 Review information 3 Receive confirmation

Make a payment

Payment method

Choose an account

Amount:

Current balance due: \$1,700.00

Other amount: \$

Posting date

Tuesday, August 27th (Today)

Continue Cancel Payment

### Processing fees:

Credit Card/Debit Card processing fees are \$2.75 per \$100 payment. ACH payments are \$2.50.

### Autopay:

Payments begin the following billing period and an initial payment may be required to keep account balance current. **Autopayments are setup to pay the entire account balance each month.**

Need help setting up your account or making a payment? Email [support@paydici.com](mailto:support@paydici.com)