## Website Registration:

Go to the Wing Lake Farms, Inc. Website:

https://www.winglakefarmsinc.com/

Register on the website by clicking on the "register" link in the upper right hand corner:



Registration must include name, valid email, phone number, and valid address within our HOA. If you provide a cell phone number then we have the ability to txt reminders about important events and emergency notifications!

Once your registration is approved, log into the website:

Log In	
Email	
you@example.com	
Password <u>Reveal</u>	
•••••	
Z Remember me	
Log In Forgot password?	

## **Online Membership Agreement and Dues Payment:**

Once logged in, complete the "Annual Membership Agreement" which must be completed each year prior to dues payment:

Pages
Home
2023 Welcome Letter for New Members
Annual Membership Agreement 🔒
One-Time New Resident Payment
Annual Boat Agreement 🔒
News
2023 WLF By-Laws 🔕
Deed Restrictions
Frequently Asked Questions (FAQ)
Non-Member Contact Form

Once the Annual Membership Agreement is completed, click on the bell symbol *symbol* in the upper right hand corner and click on the "4 online payment options available" link:



#### Select the payment type by clicking on the blue arrow symbol **2**:

Online Payments	
Title	Pay
2023 Annual Membership Dues - Riparian (Lake Front)	>
2023 Annual Membership Dues - Non Riparian (Non-Lake Front)	>
New Resident Assessment - ONE TIME ONLY	>
2023 Annual Boat Canoe Kayak Paddleboard Fees	>

Select the payment method. Payment method can be optionally stored for repeat payments (dues + boat for example). Note, Wing Lake Farms pays a fee for each online payment. Bank account fees are substantially cheaper than credit card!



After payment method details are entered you must click the blue "Pay now" button to confirm payment. The box will not turn blue until payment details are validated.



After clicking the "Pay now" button you will receive a payment confirmation email at your registered email address:

### Wing Lake Farms, Inc.

Payment successfully received

# Boat/Kayak/Canoe/Paddleboards:

Complete the annual boat agreement for each boat/canoe/kayak/paddleboard you intend to keep at the beach.

https://www.winglakefarmsinc.com/p/Annual-Boat-Agreement

Follow the online Dues payment process but instead select the "2023 Annual Boat Canoe Kayak Paddleboard Fees" option:



# **Payment History:**

To verify your previous online payments, click on the down arrow symbol to the right of your name in the upper right hand corner and select the "Online payment history" option:

