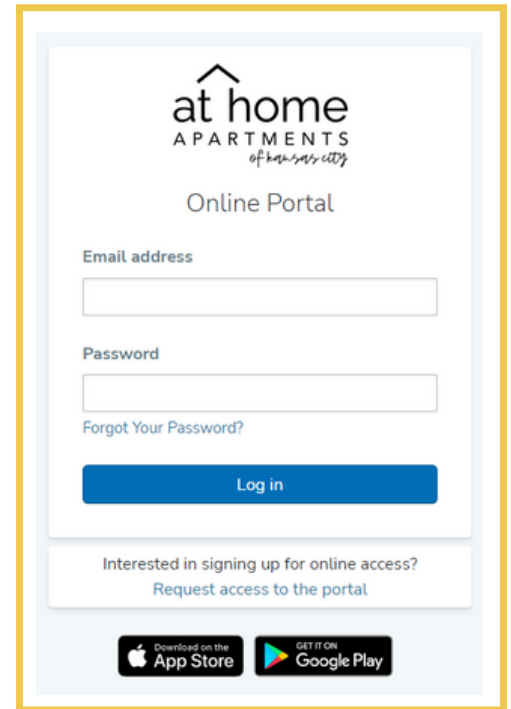# SETTING UP AUTOPAY

- Go to www.athomeaptskc.com
- Click "Residents" in the top row
- Select the correct "Click Here" link for the property you live at
- That will take you to the resident portal page (pictured right)
  - Bookmark this page so you can get back to it easily!

- Use the email you have on file with At Home Apartments and the password you created when you signed your original lease.
  - IF YOU FORGOT YOUR PASSWORD, contact the office so we can send you a reset link. The reset link unfortunately does not always work when done through your portal. Keep in mind, if we send you a reset link, your original portal, banking information and any auto-payments will be deleted.
- Once you login, you'll select "Set Up Autopay"
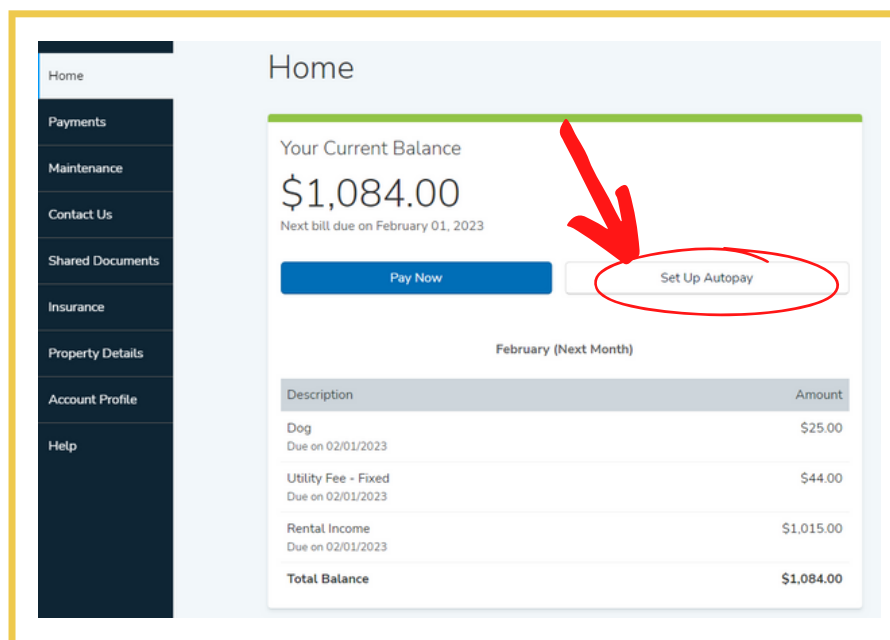
- Select eCheck - eCheck is the same as writing a personal check, just online. You'll need your bank account number and routing number, which can be found on your checks (shown below)

- Name your payment and select "Outstanding balance in full, every month". Make the first payment on the 1st of the upcoming month to be sure it's paid on time.