

**A NOTE FROM MANAGEMENT**

**Garage Sale**

The spring garage sale will be on May 2nd. It will be advertised in our local newspaper; we will have our banners out front and signs posted throughout the community.

**Dog park**

There has been an influx of dog poop left in the dog park. If you use the dog park, please make sure you are picking up after your pet during their play time. We want this to be a pleasant area for everyone to enjoy.

**Safety Reminder**

With the continued growth in New Braunfels, we encourage all residents to stay mindful of their surroundings. While our community is not gated, traffic can flow throughout the complex at any time. Please keep this in mind when leaving garage doors or front doors open.

If you ever notice anything suspicious or unusual, please contact the police department right away to report it. Your awareness helps keep our community safe for everyone. 🚓🏠

We're continuing to improve how you can manage your account through the resident portal, and wanted to highlight a few features that make things quicker and more convenient.

**Online Rent Payments (E-Check)**

You can easily pay rent online using an e-check. Here's how:

1. Log into the resident portal
2. Navigate to the Payments section
3. Select Make a Payment
4. Choose E-Check (Bank Account)
5. Enter your bank routing and account number
6. Confirm and submit your payment
7. This method is secure, simple, and helps avoid late or missed payments.

**E-Signature for Lease Documents**

We are also encouraging all residents to use the E-Signature feature for lease agreements and renewals.

- You will receive a notification when documents are ready
- Open the document through the portal
- Review and sign electronically
- This helps speed up the process and keeps everything organized in one place.

**For more information and "How to" please see the attached Documents.**

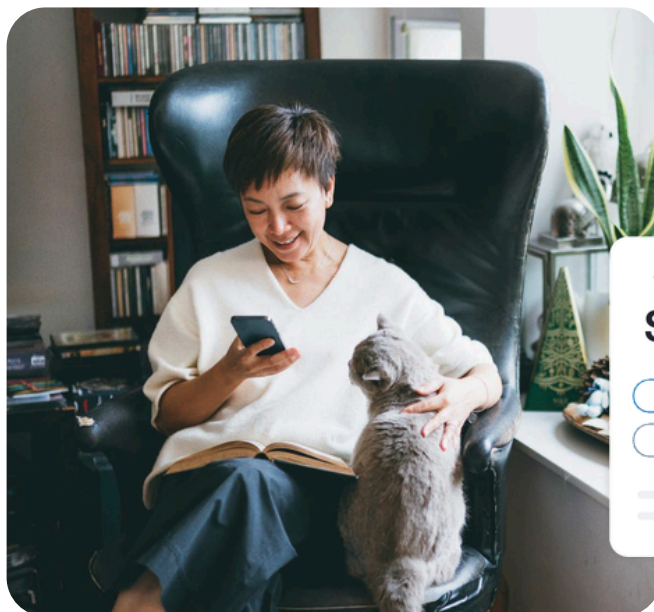
Kind Regards,  
Kimberly Wade  
Property Manager

# appfolio

Online Payments

## Easily Pay Rent Through Your Online Tenant Portal

Mobile, 24/7, From Anywhere



Your Current Balance

**\$1,250**

Pay Now

Set up Autopay

### How to Get Started

- 1 You will receive an email or text from us with a link to set up your online portal.
- 2 Click the link in the email or text message and follow the steps to set up your password.
- 3 Log in to your personal, secure online portal and follow the simple steps to make a payment.

The Augusta at Gruene

Your Current Balance

**\$1,250.00**

Pay Now Set up Autopay

Architectural Reviews

Submit New Review

See All

Maintenance Requests

Request Maintenance

Upcoming Events

PM

 Now Accepting Apple Pay

 Download on the App Store

 GET IT ON Google Play

# Pay Your Rent Online, Anywhere, Anytime

## A Variety of Convenient and Secure Online Payment Options are Available

### eCheck

Enter your bank account and routing numbers in your secure online portal to pay rent or any other charge directly from your checking or savings account.

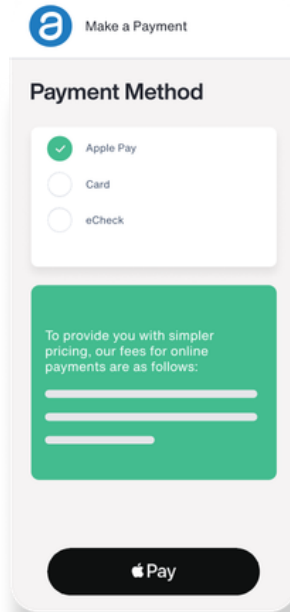
### Credit or Debit Card

Use your debit or credit card to pay rent or any other charge through the secure online portal, or use Apple Pay through the iOS mobile app for a fast and familiar check out.

\*A transaction fee applies.

### Electronic Cash Payments

If you choose this method of payment, we will provide you with a reusable PaySlip that you can use at Walmart, 7-Eleven, CVS, Walgreens, Casey's, Ace Cash Express, or Kroger Family of Companies to pay your rent in cash (a \$4.99 transaction fee applies). Payment transaction limits are in effect and vary by location, please refer to your PaySlip for details.



### Convenient

You can pay your rent from anywhere you want and communicate with your property management team all within the online portal.

### Secure

Online payments are encrypted using bank-grade security.

### Flexible

It's easy for you to choose the way you pay: eCheck, debit or credit card, or electronic cash payments.

### Fast

Your charges are immediately marked as paid.

## Set Up Your Rent Payment Options

### eCheck and Credit or Debit Card Payments Within the Online Portal:

- 1 Setup your online portal via the activation link we sent via text or email and click 'Request Access to the Portal.'
- 2 Set up your password.
- 3 Follow the simple instructions to make a payment.

### Electronic Cash Payments

- 1 Contact us to receive your unique and reusable PaySlip. We can print or email it to you.
- 2 Locate the most convenient participating location near you (Participating locations include Walmart, 7-Eleven, CVS, Walgreens, Ace Cash Express, Casey's General Store, or Kroger Family of Companies): [paynearme.com/locations](http://paynearme.com/locations)
- 3 Take your PaySlip and your cash to Walmart, 7-Eleven, CVS, Walgreens, Ace Cash Express, Casey's General Store, or Kroger Family of Companies and present them to the clerk.

### Please Note

- ✓ For electronic cash payments, a \$4.99 processing fee applies for each transaction completed; you may make multiple payments if needed. Transaction limits vary by location, please refer to your PaySlip for details.
- ✓ The same PaySlip can be used every month to pay rent.
- ✓ You will receive a receipt with a confirmation number from the cashier as proof of your payment. An email or text confirmation will also be sent. If we do not have your email or mobile number, please update this information in your online portal.

Participating locations:       



# Electronic Renewal and Lease Signing

1. From the email you received, you will click the Online Portal activation link provided.

Sample letter:

Dear Jane Doe,

We are happy to announce that you can now access your Online Portal to sign your renewal.

Click the link below to review your lease and place your initials and signature where indicated. Feel free to contact us with any questions about your lease.

<https://katietraining.ga.appfolio.com/connect/activations/a6345678aaa335556c1c1345aa36789d940>

Thank you for choosing Augusta at Gruene!

The Augusta at Gruene  
(830) 643-1000

2. You will set up a password to access the Online Portal, then click Activate. The Blue Moon lease appears after they activate their Online Portal. **If you already have an account, you will enter your user name and password.**



3. Before you begin, you must read and agree to the Consumer Disclosure. When ready, you will click **Agree** at the bottom right. You will receive a prompt stating “if they do not finish signing the document in one sitting, they will need to start from the beginning”.



- 1 Consumer Disclosure
- 2 E-Signature Setup
- 3 Apartment Lease Form
- 4 Complete

The Augusta  
at Gruene

Jane Doe

Signer

Blue Moon Testing Account for  
Appfolio/Not A Valid Document  
Apartment

01/20/2024

- ✓ Consumer Disclosure
- ② E-Signature Setup
- ③ Apartment Lease Form
- ④ Complete

### Let's set up your Digital Signature

Treat your digital signature like you would signing a physical document. Signing the documents provided will legally bind you to the terms and agreements provided by Property Name Prints Here - TX2 Apt.

**Full Name & Initials**  
Type your full, legal name as it appears on your driver's license and your initials in the boxes below.

Gregory Samuels  
GS

**Customize Your Signature**  
Sign your name and initials using your mouse or select a font to create your digital signature.

Type Sign

*Gregory Samuels*

**Date**  
The date will be displayed as follows when signing your documents:

11/26/2019

Save & Continue >

4. The tenant will set up their digital signature by doing the following before clicking **Save & Continue**:

- Enter their Full Name and Initials.
- Select a font to type a digital signature or use the mouse to create a digital signature by hand.



  
Jane Doe  
Signer  
Blue Moon Testing Account for Appfolio/Not A Valid Document

5. Next, the tenant will sign where all red flags indicate on the lease document by clicking the box provided. When done they will click Next at the bottom right of the page.

connections or disconnections of utility service to your apartment.

**While You're Living in the Apartment**

**19. Community Policies and Rules.**

**19.1 Generally.** Our rules are considered part of this Lease. You, your occupants, and your guests must comply with all

Your Initials:  **INIT** Initials of Our Representative: \_\_\_\_\_

6. Finally, the tenant will click **Submit Document**. The tenant will receive a confirmation message.

- ✓ Consumer Disclosure
- ✓ E-Signature Setup
- ✓ Apartment Lease Form
- ④ Complete

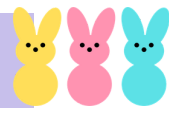
Once you submit, you are all done!



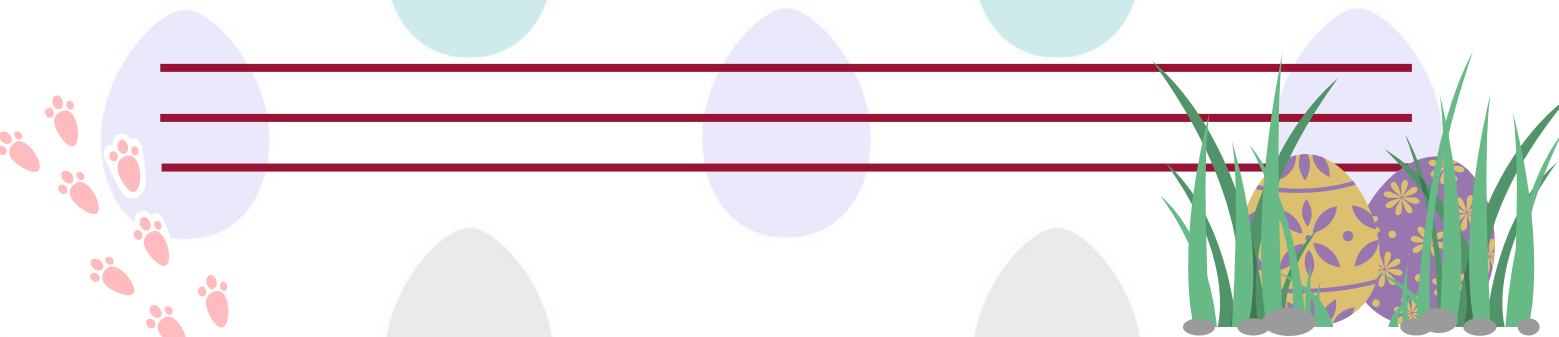
### Final Acknowledgements

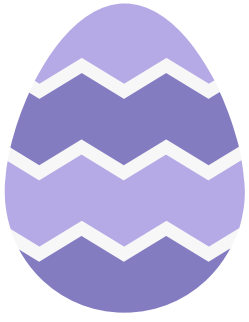
By clicking "Submit Document", I acknowledge I am providing my signature in digital format and it is legally binding.

Submit Document



	MON	TUE	WED	THU	FRI	
	Life is better at Augusta!		<b>1</b> 9:00 - 10:00 AM COFFEE CELEBRATE BIRTHDAYS 10:00 AM CHAIR EXERCISE WITH MARY CLARE	<b>2</b> 1:00 PM CARDS & GAMES 5:00 PM GAMES WITH MELBA HARPER	<b>3</b> 5:00 PM FRIDAY FUN GAME Night BRING A SNACK & BEVERAGE	<b>4</b>
<b>5</b> EASTER	<b>6</b> 10:00 AM - 12:00 PM CRAFTY FRIENDS 1:00 PM CARDS & GAMES	<b>7</b> 10:00 AM BIBLE STUDY [w] THE GRUENE HAUS WITH TONI COLLINS	<b>8</b> 9:00 - 10:00 AM COFFEE PANTRY SWAP 10:00 AM CHAIR EXERCISE WITH MARY CLARE	<b>9</b> 9:00-3:00 TRIP TO GUENTHER HOUSE & SAN JOSE 1:00 PM CARDS & GAMES	<b>10</b> 5:00 PM CELEBRATE WITH SING ALONG OF PATRIOTIC SONGS! <b>FUN CAFE</b> CHILI DOGS AND SIDES \$5 ALL YOU CAN EAT	<b>11</b>
<b>12</b>	<b>13</b> 10:00 AM - 12:00 PM CRAFTY FRIENDS 1:00 PM CARDS & GAMES	<b>14</b> 10:00 AM BIBLE STUDY [w] THE GRUENE HAUS WITH TONI COLLINS 11 AM - LET'S EAT OUT CRACKER BARREL	<b>15</b> 9:00 - 10:00 AM COFFEE 10:00 AM CHAIR EXERCISE WITH MARY CLARE	<b>16</b> 1:00 PM CARDS & GAMES	<b>17</b> 5:00 PM FRIDAY FUN GAME Night BRING A SNACK & BEVERAGE	<b>18</b>
<b>19</b>	<b>20</b> 10:00 BOOK CLUB W/ CANDIS HICKS BOOK TITLE "SOOLEY" BY JOHN GRISHAM 1:00 PM CARDS & GAMES	<b>21</b> 10:00 AM BIBLE STUDY [w] THE GRUENE HAUS WITH TONI COLLINS	<b>22</b> 9:00 - 10:00 AM COFFEE 10:00 AM CHAIR EXERCISE WITH MARY CLARE	<b>23</b> 10:00 AM - 12:00 PM CRAFTY FRIENDS 1:00 PM CARDS & GAMES	<b>24</b> 5:00 PM <b>FUN CAFE</b> PIZZA NIGHT \$5 ALL YOU CAN EAT	<b>25</b>
<b>26</b>	<b>27</b> 10:00 AM - 12:00 PM CRAFTY FRIENDS 1:00 PM CARDS & GAMES	<b>28</b> 10:00 AM BIBLE STUDY [w] THE GRUENE HAUS WITH TONI COLLINS	<b>29</b> 9:00 - 10:00 AM COFFEE 10:00 AM CHAIR EXERCISE WITH MARY CLARE	<b>30</b> 1:00 PM CARDS & GAMES		





# EASTER

## *word search*

**Find and color these words in the grid below:**

EASTER

EGGS

BUNNY

RABBIT

CROSS

CHICK

SPRING

BASKET

LIFE

E	G	G	S	A	S	D	B
A	F	G	S	H	E	S	U
S	T	Y	O	B	F	P	N
T	D	S	R	Q	I	R	N
E	Z	X	C	C	L	I	Y
R	A	B	B	I	T	N	V
E	C	H	I	C	K	G	B
B	A	S	K	E	T	M	N