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I. **Logging In**

- 1.) Navigate your browser to BGV.MyAccountInfo.com
(NOTE: The Safari browser occasionally experiences issues with this site. Please try an alternate browser if you experience issues.)
- 2.) Here you will use either your Owners Association or Loan account number to log in.
NOTE: A previously active loan account which is now paid in full will no longer work as your account number log in. Please use your Owner's Association account number instead. Account numbers can be found at the top right-hand section of any billing statement.

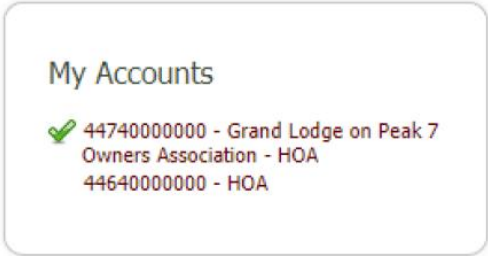


If you have not used this site before then you will need to register an account. Click **Register Account** on the right-hand side and fill out the form using either your active loan or Owner's Association account number. **(Note: Please contact us directly at 888 783 8883 ext. 3048 if you cannot locate your account number)**

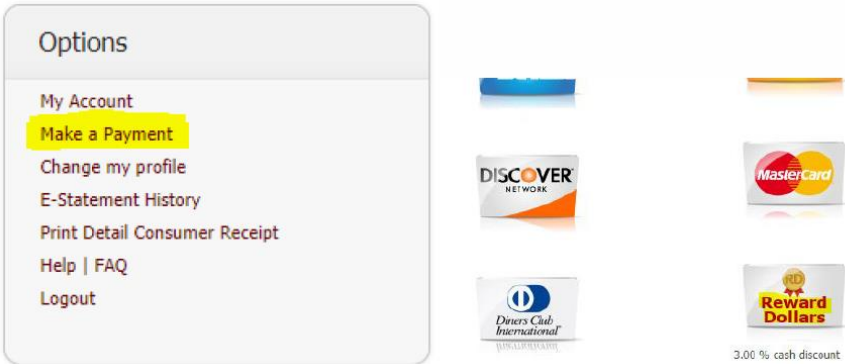
You can also click **Forgot Your Password** to attempt a password reset using the email address you registered with originally. If you have no success, then simply register a new account.

II. **Making a payment / using Reward Dollars.**

- 1.) Make sure you have the correct account selected on the right-hand side of the main screen after logging in. The green checkmark indicates which account is currently selected.



2.) Select **“Make a payment”** from links in the **“Options”** menu on the lower right-hand section of the screen and then select the appropriate payment method by clicking on the corresponding icon. **(NOTE: Reward Dollars is towards the bottom of the list of options. Your Reward Dollar balance is always listed in the top right-hand section of a billing statement.)**




3.) Complete your payment using the appropriate payment details. **NOTE: The amount which populates in the box (highlighted below) is the total amount due by default. If you wish to make a payment of a different amount then simply click on the box containing the number and change it to the amount you wish to submit.**

EFT Payment

Payment Amount for 44740000000-Grand Lodge on Peak 7 Owners Association - HOA

Payment Date

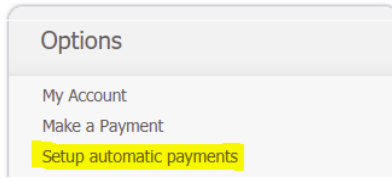
Name on account



III. Setting up Easy Pay / automatic loan payments.

(Note: A loan account must be current to be set up on automatic payments.)

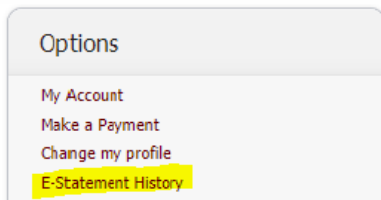
1.) Make sure your loan account is currently selected on the right-hand side of the page and select **“Setup automatic payments”** in the Options menu on the bottom right-hand section of the page.



- 3.) Select “Electronic Funds Transfer” and complete all necessary fields to complete the automatic payment set up. Please be sure to check the box which authorizes us to automatically pull the payment from the account provided.

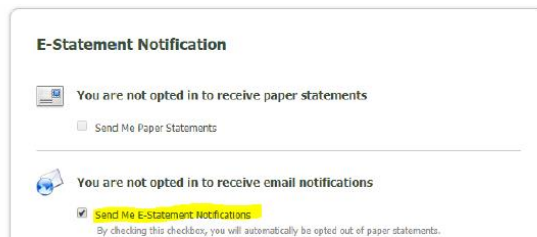
IV. Viewing statements / changing delivery options.

- 1.) Select “E-Statement History” from the Options menu on the bottom right-hand section of the screen.



- 2.) Here you can access all statements from the selected account. Additionally, you can elect to either receive paper statements or to opt into “E-Statements”.

NOTE: If opting into E-Statements, please be sure to confirm your email address with the email sent to you at the time of registration. E-Statements will only be sent to the email used at time of sign-up. There is no way to have E-Statements sent to multiple address.



E-Statement History

	Account	Type	Date	Document	Description
View Statement	44740000000	M	4/26/2019	STMT	BGV HOA STATEMENT
View Statement	44740000000	M	4/24/2019	STMT	BGV HOA STATEMENT
View Statement	44640000000	M	2/8/2019	STMT	BGV HOA STATEMENT
View Statement	44640000000	M	11/9/2018	STMT	BGV HOA STATEMENT
View Statement	44640000000	M	11/9/2018	STMT	BGV HOA STATEMENT

V.) Setting up monthly OA payment / prepayment plans.

NOTE: Monthly OA payment plans (not prepayment) carry account restrictions with them. You will be restricted from booking Bonus Time, Partial Stays or Point Stays until the plan is complete. The restrictions lift if you decide to pay off the balance in advance of the plan completing.

Please also be aware that OA payment plans never automatically roll into the next billing period. You must set up an OA payment plan every year.

Please carefully review the terms and conditions before accepting.

- 1.) Make sure you have the correct OA account selected on the right-hand side of the page.
- 2.) Select either “Set up a payment plan” or “Set up a prepayment” under “My account summary” in the center of the page.

Account 4474000000 (Grand Lodge on Peak 7 Owners Association - HOA)
Obligation currency is U.S. Dollars

My account summary

[Set up a prepayment plan](#)
Your payment frequency is **Annual**.
Your next payment is due on **4/1/2020**.
Your last payment of **\$100.00** was received on **6/5/2015**.
Your total amount due is **\$942.38**. [Pay now](#)
[Click to view your payoff](#)
[Set up a payment plan](#)

BRITTANY SAMPLE [more](#)

My Accounts

- ✓ 4474000000 - Grand Lodge on Peak 7 Owners Association - HOA
- 4464000000 - HOA

Options

- 3.) Build your payment plan by completing the necessary fields. **Select “Calculate Payment Plan”.**
- 4.) Select **“Confirm Plan”** once the plan is calculated and scheduled.

7	9/18/2020	\$94.24	\$2.50	\$96.74
8	10/18/2020	\$94.24	\$2.50	\$96.74
9	11/18/2020	\$94.24	\$2.50	\$96.74
10	12/18/2020	\$94.22	\$2.50	\$96.72
		\$942.38	\$25.00	\$967.38

[Confirm plan](#) or [change plan](#)

[View transaction history](#) | [Terms And Conditions](#)

- 5.) Enter either your Bank/Draft or Credit Card information. **Select “Submit”.**
- 6.) Verify payment dates, amounts and payment method and then select **“Process my payment”**.

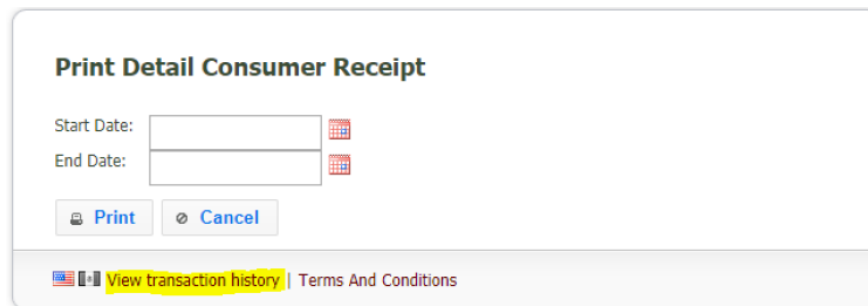
1242	11/18/2020	\$91.40	\$2.50	\$93.90	Includes a discount of \$2.83
1243	12/18/2020	\$91.48	\$2.50	\$93.98	Includes a discount of \$2.83
		\$914.08	\$25.00	\$939.08	

[Process my payment](#) or [← Back to form](#)


VI.) Viewing account history.


- 1.) Select the appropriate account on the right-hand side of the main screen after logging in.
- 2.) You now have two options to view the history of the selected account. The first is to select the **“View transaction history”** link at the bottom of the center menu. Selecting this link will open a new window with the complete history of the account.



The second option is to select **“Print Detail Consumer Receipt”** on the **“Options”** menu on the right-hand side of the main page after logging in. Here you can enter a range of dates. Select **“Print”** and your device will display the account history in the date range provided.




Print Detail Consumer Receipt

Start Date: 

End Date: 

 **Print**  **Cancel**

 [View transaction history](#) | [Terms And Conditions](#)

Please contact Accounts Receivable Management (BGVARM) for further assistance with use of the financial portal.

We are in the office Monday through Friday, 9:00 AM to 4:45 PM MT.

(888) 783 – 8883 ext. 3048

BGVARM@BreckGV.com
