

MAKING PAYMENTS

We expect that all rents are paid by automatic payment in advance, as per your Tenancy Agreement. We also require just one payment per tenancy. So if you have more than one tenant at your property, we highly recommend you open a joint/flat account from which to pay your rent and joint bills and accounts.

When you make deposits by internet banking, or automatic payment, banks allow you three areas in which to add details to show up on our statement. To ensure your rent payment is correctly processed we recommend you use the fields as follows:

Particulars – Your Name

Code – Tenancy Address (eg 58 Cross)

Reference – Your unique reference number (code on your tenancy agreement)

Payments usually take 24 hours to process, when making payment; please ensure it is made on the business day before it is due.

Payments made into our business account that do not have sufficient references, or a corresponding deposit receipt as proof of payment are NOT PROCESSED by our system.

Please contact our office as soon as possible if you think a payment you have made has not been accounted for.

If you are having any problems please email us on info@connectrealty.co.nz

BANK DETAILS:	
Account Name:	CONNECT REALTY LTD
Bank:	WESTPAC
Account #:	0 3 0 4 3 5 0 7 7 5 4 5 4 0 1

