

eUNIFY

MEMBER PORTAL COMING OCTOBER 18

Thanks to both board and member interest and support, Tahoe Donner's new and exciting member portal, powered by eUnify, is scheduled to launch later this month. Once live, members will have the ability to perform key tasks like viewing and paying Annual Assessments online quickly and easily.

REGISTER FOR THE PORTAL

This portal has been designed with Tahoe Donner members in mind, and all members will be required to register their accounts in order to gain access; this portal is not related to ShopTD and will require separate credentials. On October 18, Members with an association email address on file will receive an email from Tahoe Donner containing a unique member portal account number. This number is different from your member ID and will be required to create your account.

WHAT YOU NEED TO REGISTER FOR THE MEMBER PORTAL:

Your Portal Account Number; if you don't receive an email with your Portal Account Number on October 18, contact Member Services for assistance in setting up your account; your Portal Account Number will also be printed on your 2022 Annual Assessment statement

Your last name as it appears on your Annual Assessment statement OR your **property's street address number**

A valid email address

UPDATE BILLING + CONTACT INFORMATION

Until now, updating basic billing information meant taking a trip to Northwoods Clubhouse or calling Member Services. Now, members will be able to log into the eUnify portal and simply click "My Profile" to edit billing information, phone numbers and email addresses from the comfort of your home.

Members will also be able to more easily submit online request forms to add members to your account, submit owner relinquish forms and more.

MAKE PAYMENTS ONLINE

The hassle of dropping off or mailing checks to Member Services will soon become a thing of the past. The member portal allows you to quickly, easily and securely make payments online, starting with your 2022 Annual Assessment payment. The portal will accept the following payment types:

- Automated Clearing House (ACH) from your checking or savings account (no fee)
- Credit Card (transaction fee included)
- Debit Card (transaction fee included)

MAKE FULL OR PARTIAL PAYMENTS TOWARD YOUR ANNUAL ASSESSMENT

2022 Annual Assessment notices will be sent to members November 15 with a due date of January 1, 2022. Thanks to eUnify, members will be able to make online partial payments towards your Annual Assessment as long as the full amount is paid no later than March 2, 2022. On March 3, your Annual Assessment may be subject to a delinquency fee.



Welcome to Tahoe Donner

Please complete the following form and we will send you a specified email address.

Your IP address is: 208.180.82.34.

Account #:

Last Name: Last name or company name as it appears on

Street Number: Just the numeric portion of the property address

Email:

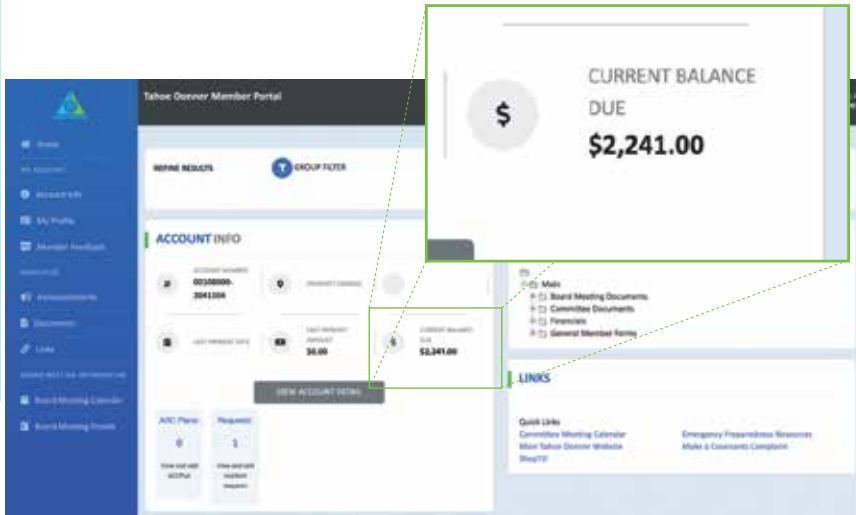
Confirm Email:

[Get Initial Login Info](#)

Watch for an email inviting you to create your portal account in the coming weeks.

VIEW BALANCE DUES + PREVIOUS PAYMENTS

Upon logging into the portal, members will be able to view balances due right from their home screen. If no due is shown, then no payment is required. Please note that members will only be able to see balances due and payments required as of October 1, 2021- payments made before then will not be available in the portal. Your Annual Assessment amount due will show in the portal beginning November 15.



BOARD DOCUMENTS, COMMITTEE INFO + MORE ON YOUR HOME SCREEN

The member portal's home screen is an information hub to quickly and easily get you where you need to go. From your home screen, members can easily view the following:

- Calendar of upcoming board meetings and agendas
- Board document history from 2019 to present (documents back to 2016 will be available approximately 60 days following launch)
- All committee documents, including meeting schedules
- Financial documents, including unaudited monthly financials, annual reports and more
- Helpful links to ShopTD and other association resources

COMING SOON: COVENANTS + ARCHITECTURAL STANDARDS FEATURES

From your home screen, members will be able to see information related to permits and plans. Members will also be able to make covenants complaints. Staff are working to make this functionality available soon after the portal's initial launch. More information will become available at tahoedonner.com/eunify and through weekly emails.

LEARN MORE, READ FAQs AND FIND HOW-TO INFORMATION AT TAHOEDONNER.COM/EUNIFY

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