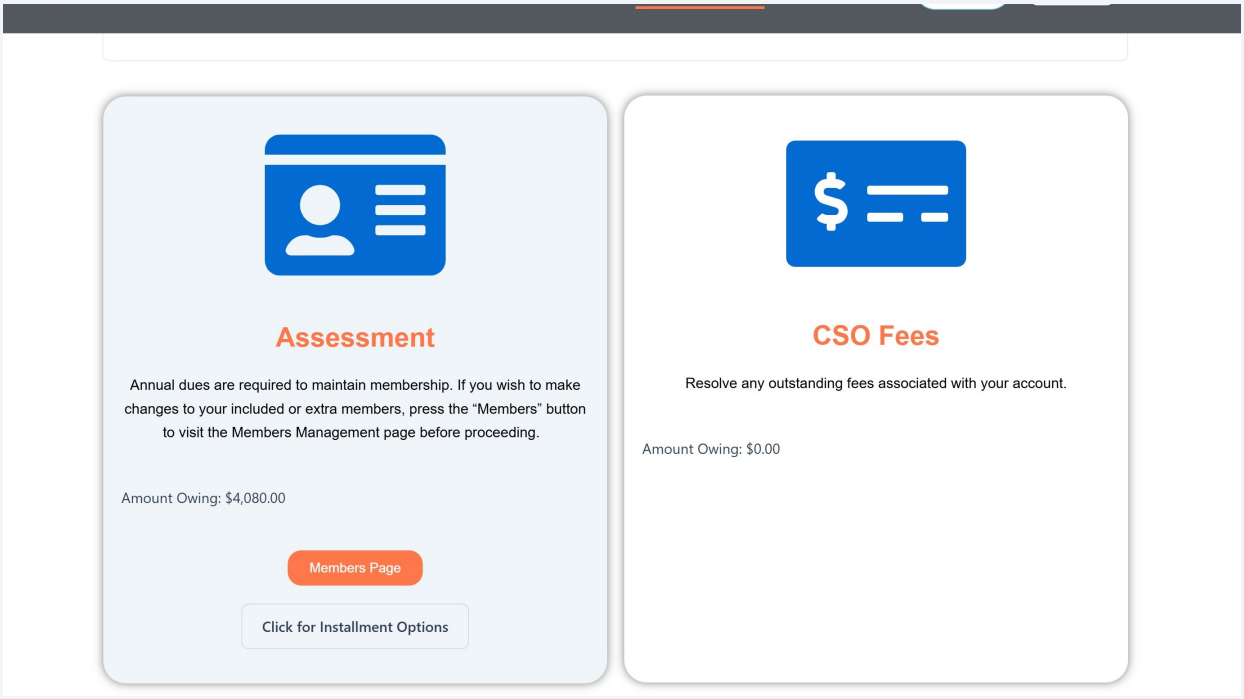
Setting Up Installment Payments on Your Tahoe Donner Account

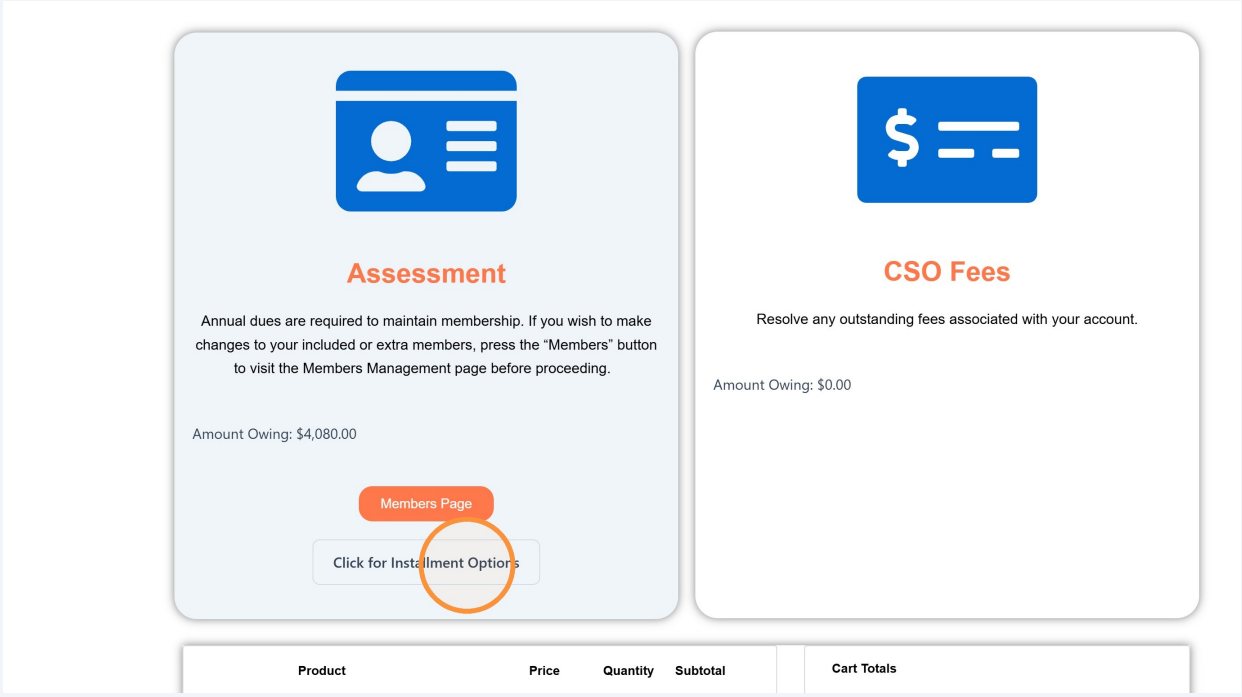
Learn how to configure automated recurring payments for your Tahoe Donner account through the member dashboard. This guide walks you through selecting payment methods, setting installment schedules, and finalizing your auto-pay plan securely.

1 **The 2027 Annual Assessment of $4,080 is due January 1, 2027. If the assessment is not paid in full by March 2, 2027, any remaining balance will be considered delinquent, and a late fee will be applied**

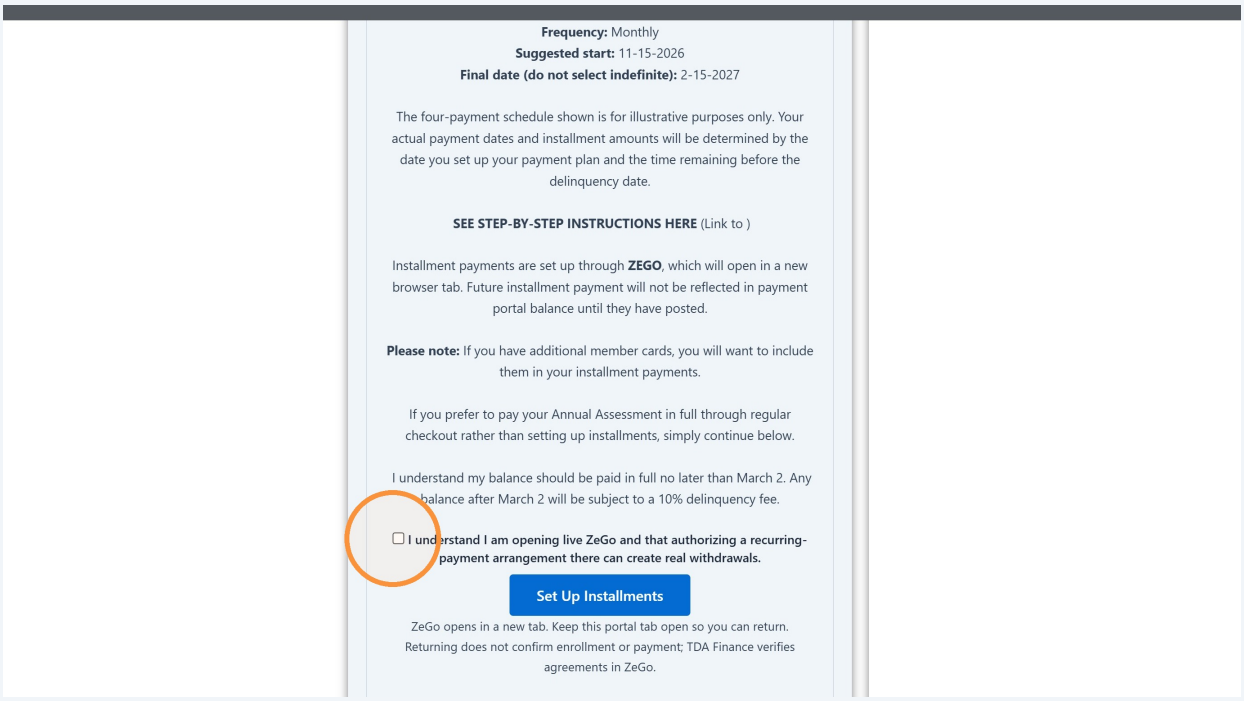
2 Navigate to https://paymentstest.tahoedonner.com/member-dashboard/



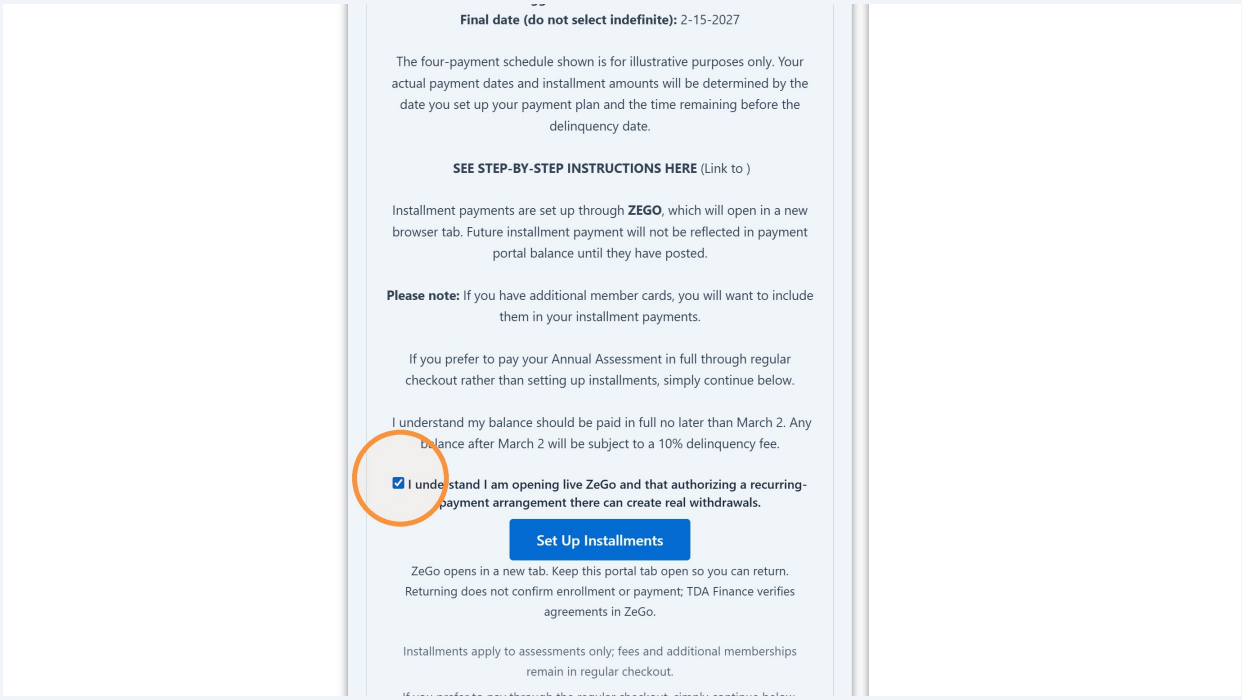
3 Select “Click for Installment Options”



4 Click the "I understand I am opening live ZeGo and that authorizing a recurring-payment arrangement there can create real withdrawals." field.

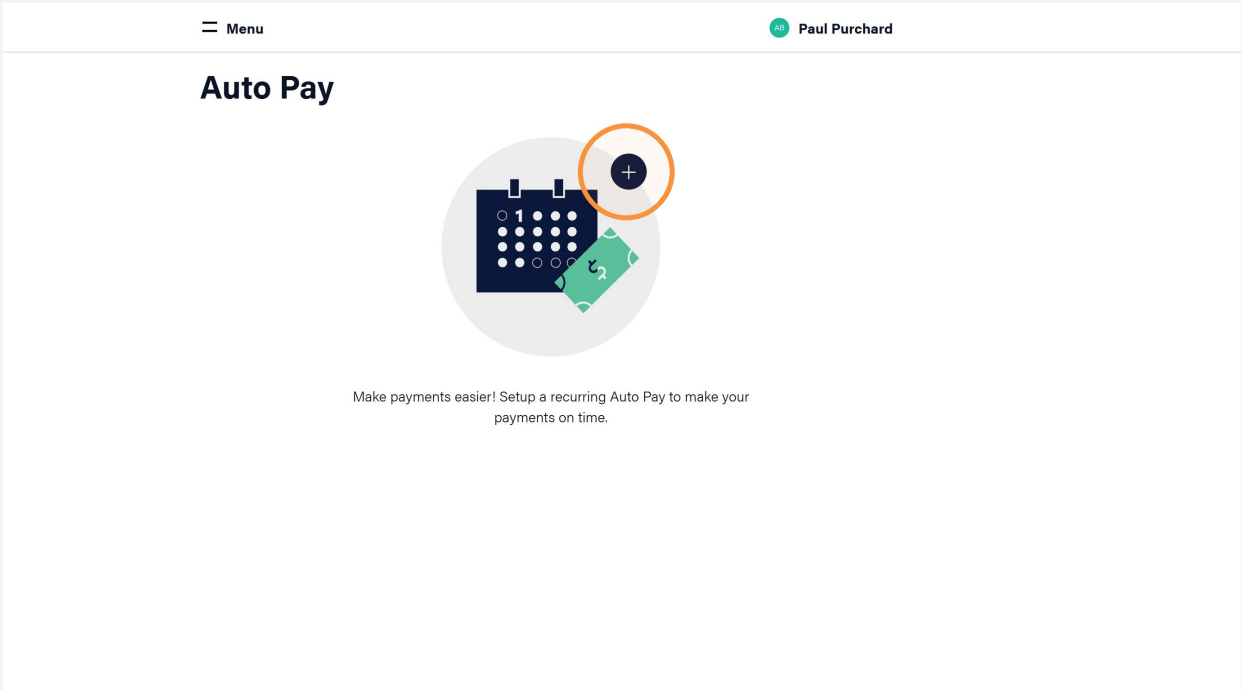


5

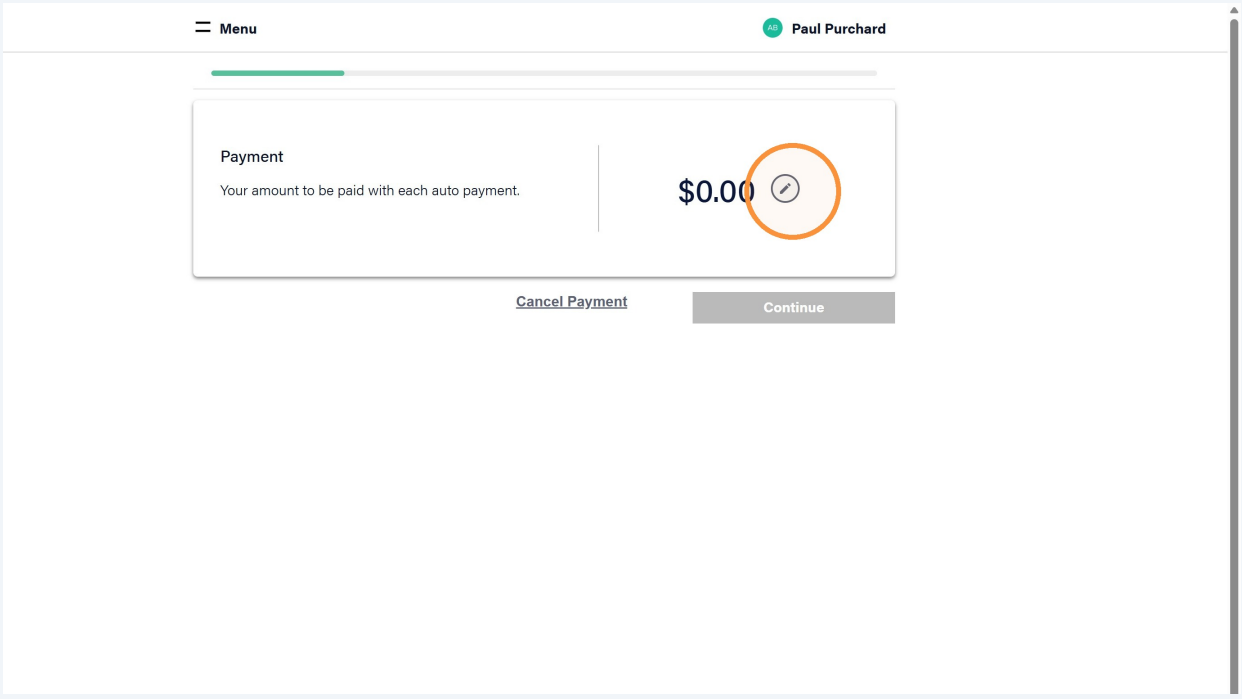


Payment Setup

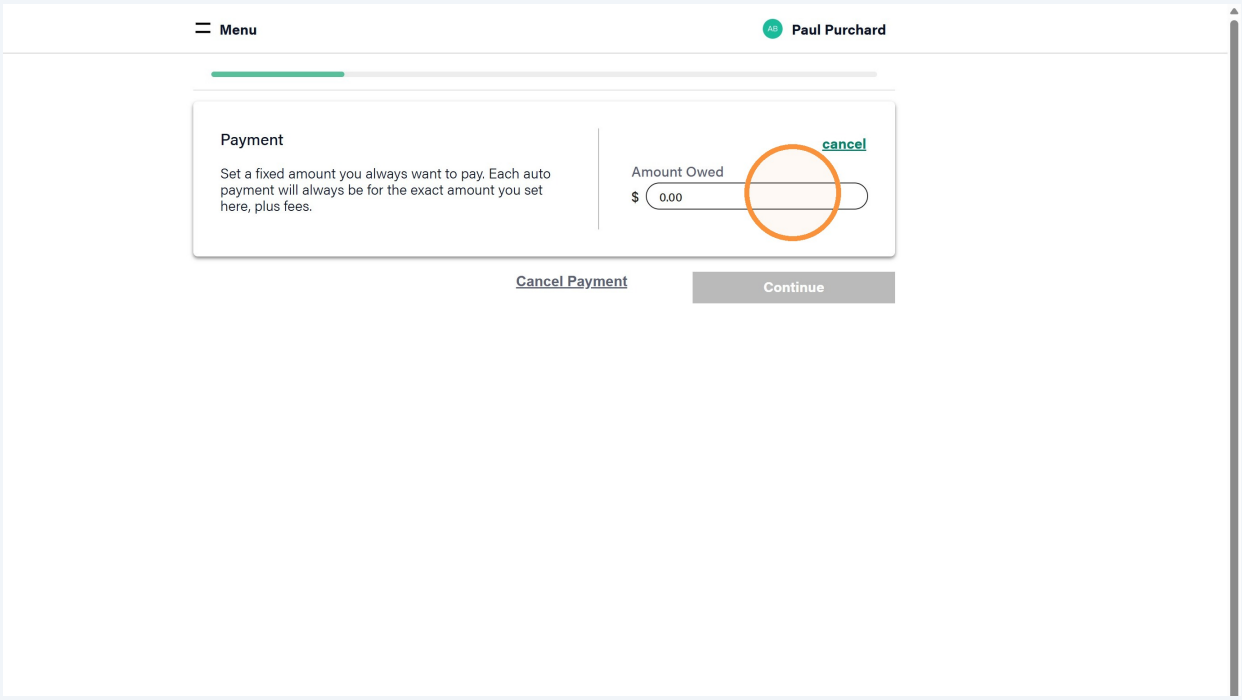
6 Click the calendar icon in the Auto Pay illustration to begin



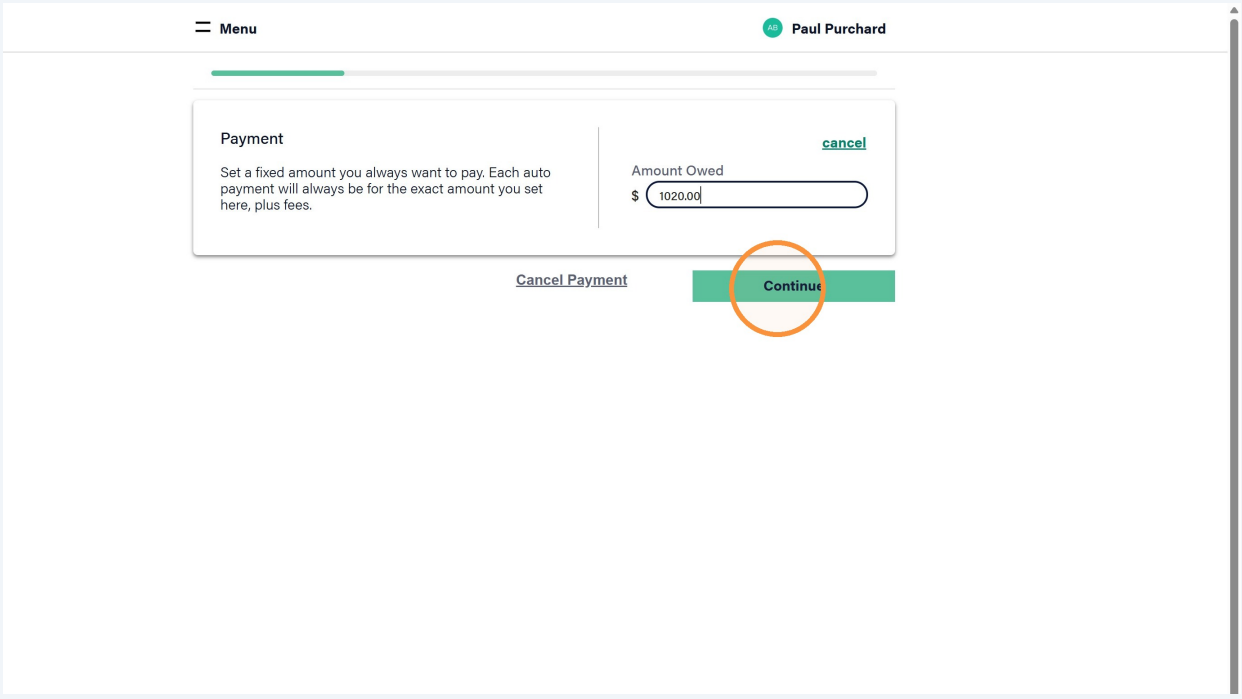
7 Select the edit tool to edit amount



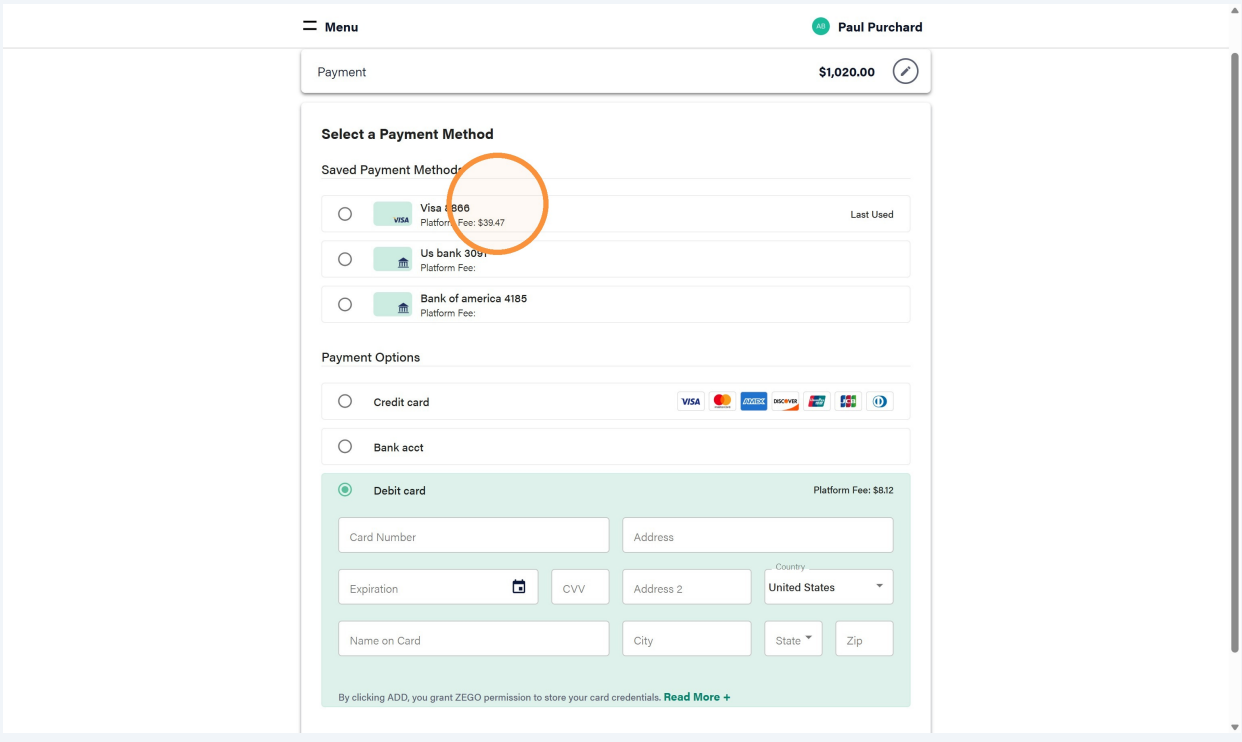
8 Enter your equal payment amount. This is the amount you wish each installment to be: for example 4x $1,020.00 in the Amount Owed field.



9 Click "Continue"

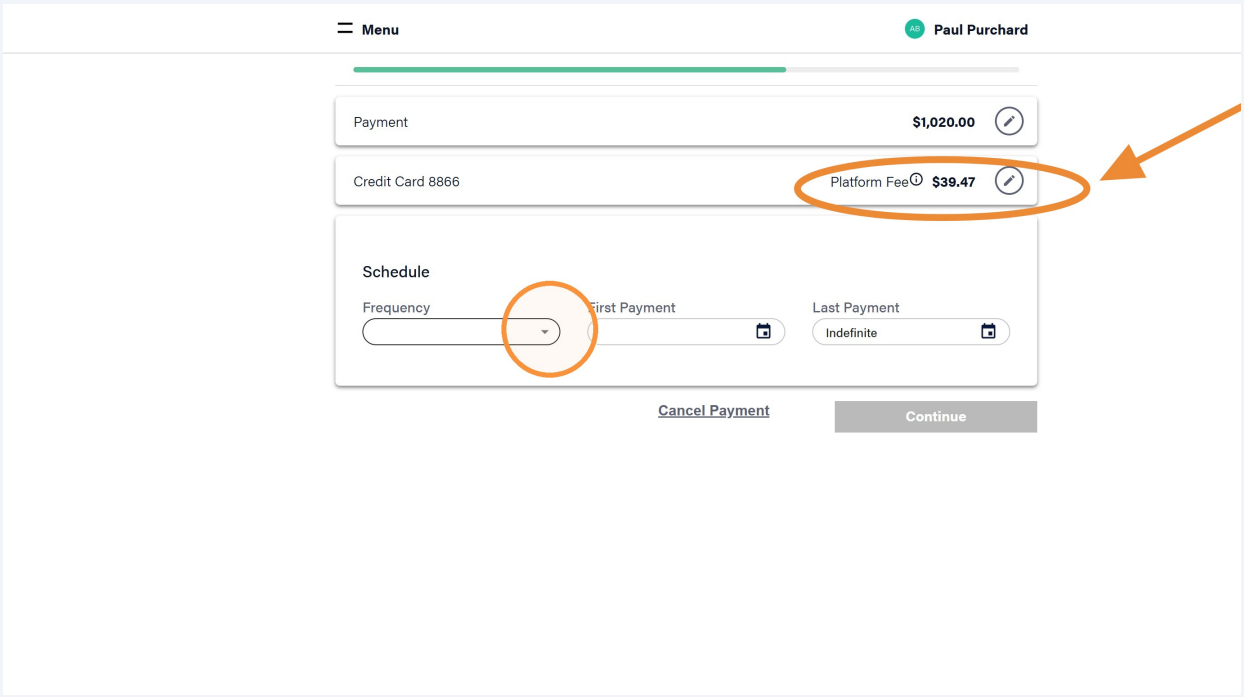


10 Select Payment Method : you can choose from Saved Payment Methods or add new one: ACH, Credit Card or Debit, click continue

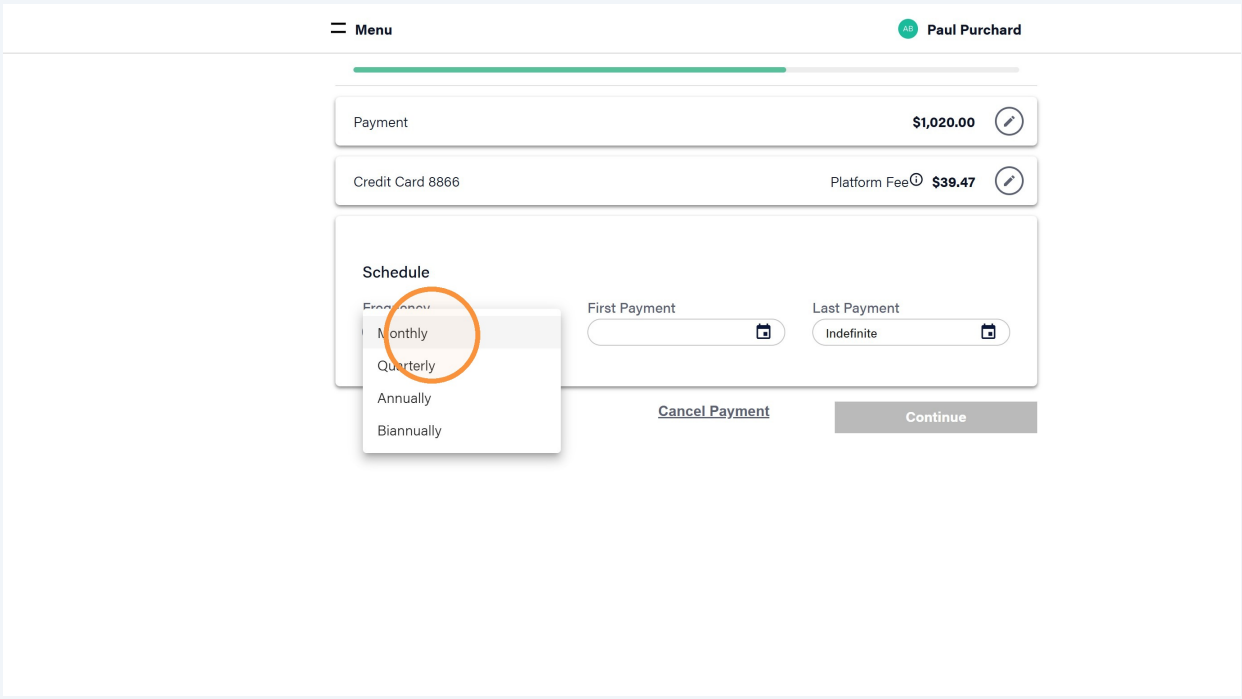


Auto-Pay Schedule

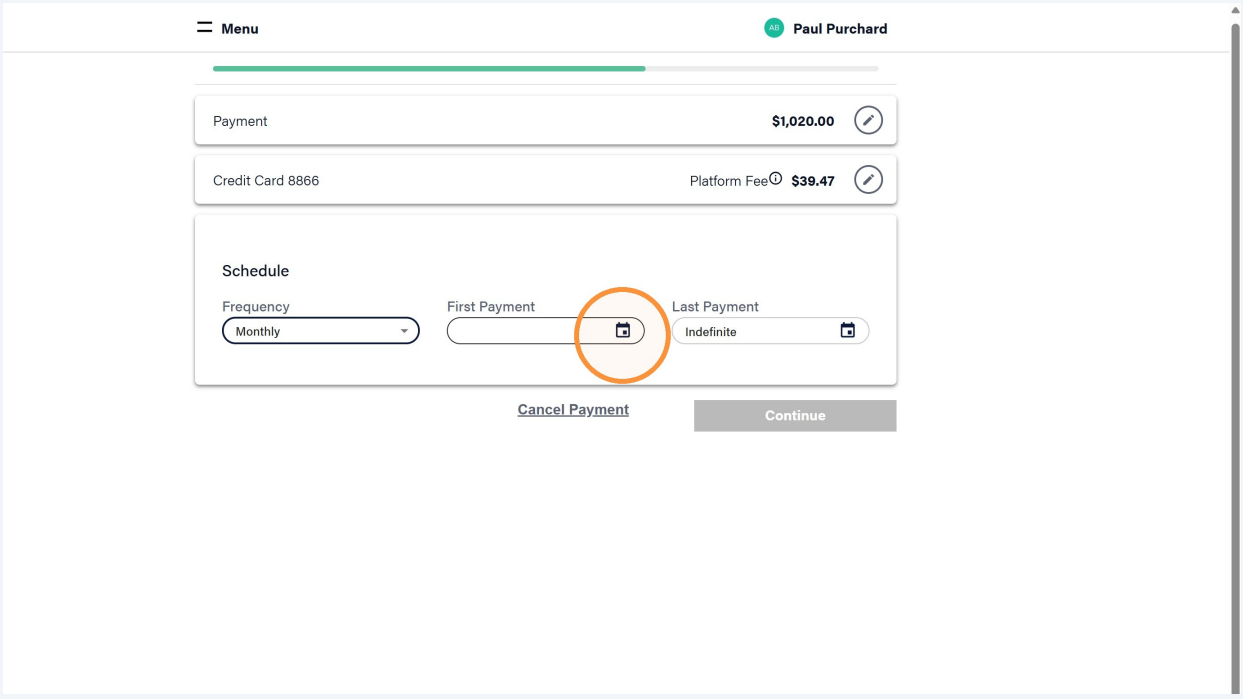
11 After selecting payment method screen will show **Platform Fee** for your transaction if applicable

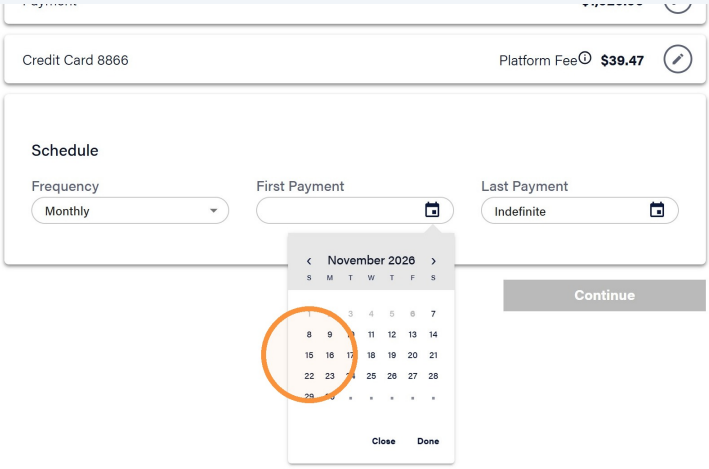


12 Select Frequency,

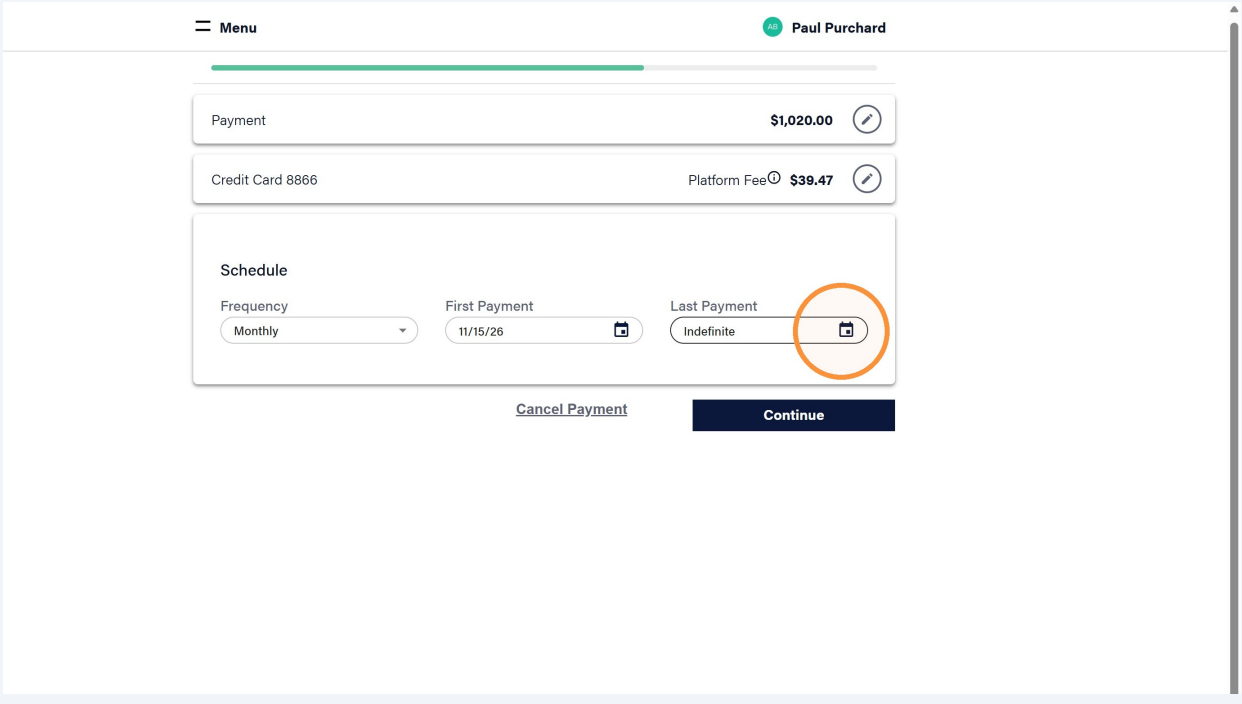


13 Choose start and end date for your Auto Pay

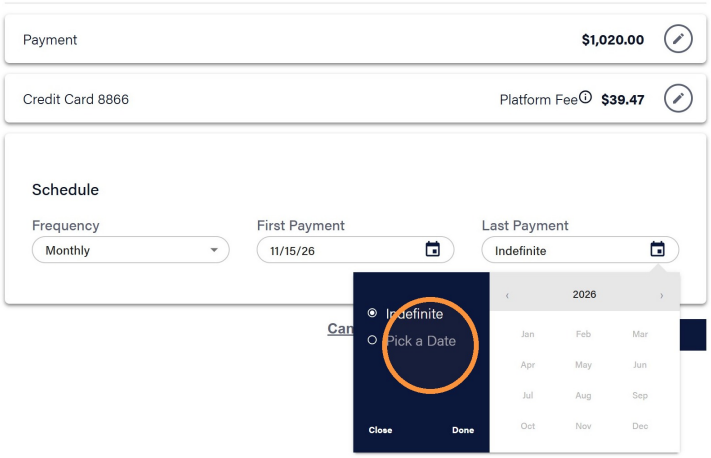




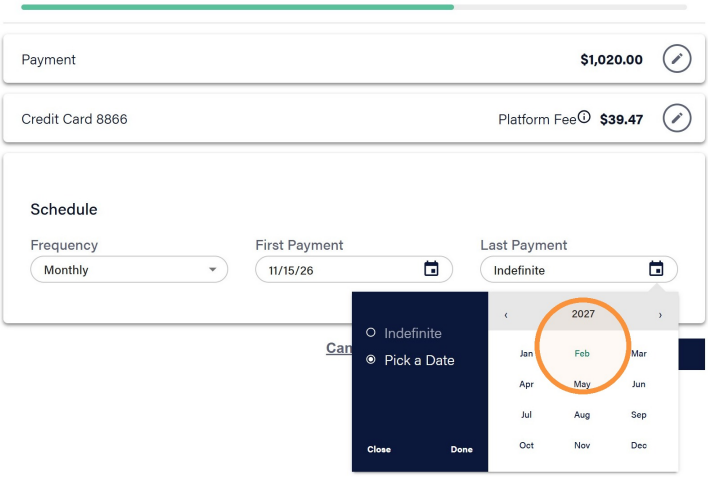
14 Click the calendar icon in the Last Payment field.



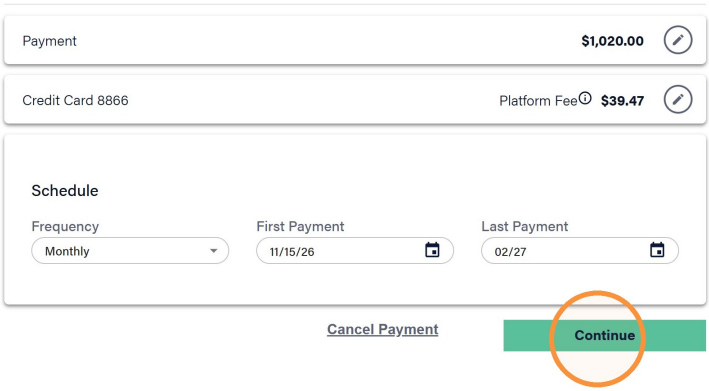
15 Click "Pick a Date" instead "Indefinite"



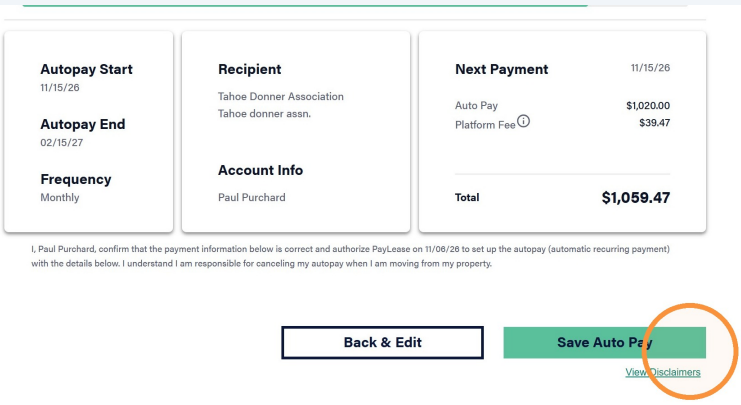
16 select month in year 2027, click done



17 Review your payment setup to make sure the payment amount, frequency, dates, and payment method are correct before completing the setup. Click continue



18 Click "Save Auto Pay"



Once your setup is complete, your payments will be processed automatically according to the schedule you selected.

Important: Please ensure your installment schedule pays the full assessment balance by the applicable due date to avoid late fees.

19 Switch to tab Member Transaction Page – Tahoe Donner"

20 Switch to tab Member Transaction Page – Tahoe Donner"