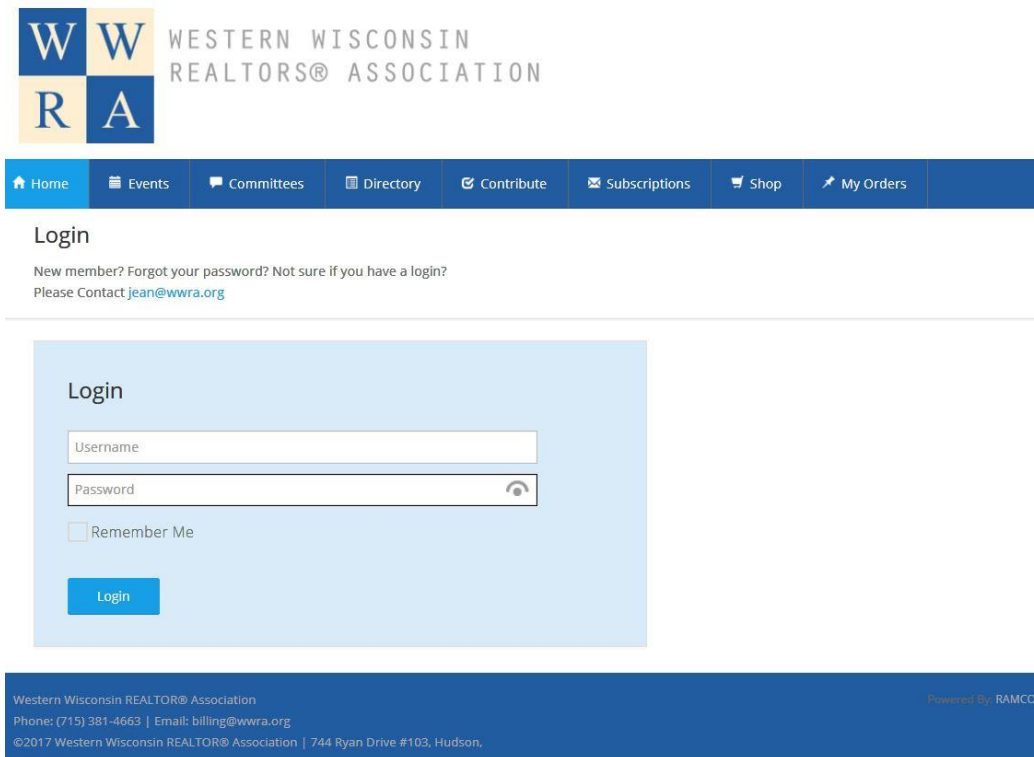


WWRA Membership Renewal – Making payment via the member portal

Auto Pay Enrollment Instructions
Quarterly MLS and Supra Fees

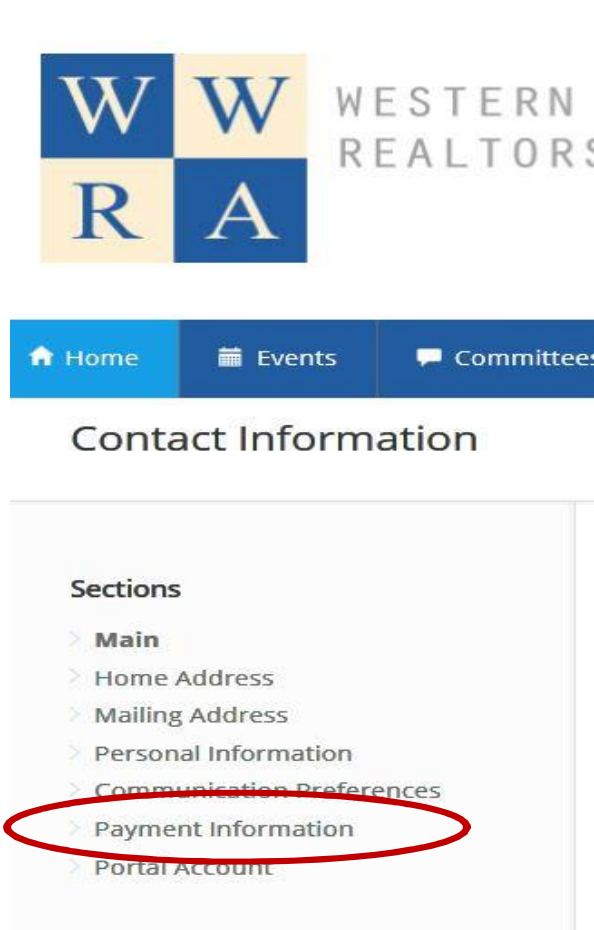
To enroll in the Auto Pay Service for your quarterly MLS fees, please visit the member portal at <https://wwraportal.ramcoams.net>. You will log in with your portal login information.



Once logged in, you will click on the link in the blue box on the home page labeled, “Update Your Member Profile”.



Then on the left hand side, you will click on “Payment Information”.



Type in your credit card information and click on “Update Profile”. This will save your information for future use.

IMPORTANT STEP! – After you have added your payment information to your member portal record, you will need to fill out the Auto Pay Authorization Form which can be found on WWRA’s website at www.WWRA.org or WWRA’s website at www.wwra.org. Please email the completed form to billing@wwra.org. Once the Association receives your signed form,

| | |
|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Card Type <input type="text"/> | Security Code (CVV/CVV2) <input type="text"/> |
| Card Number <input type="text"/> | First Name <input type="text"/> |
| Expiration Date (MM/YYYY) <input type="text"/> <input type="text"/> | Last Name <input type="text"/> |
| <input checked="" type="checkbox"/> Save this card to my profile | |
| Same As <input type="radio"/> None - Enter Address <input type="radio"/> Home Address <input type="radio"/> Mailing Address | |
| Street Address 1 <input type="text"/> | State/Province <input type="text"/> |
| Street Address 2 [optional] <input type="text"/> | Zip/Postal Code <input type="text"/> |
| City <input type="text"/> | Country [optional] <input type="text"/> United States |
| <input type="button" value="Update Profile"/> | |

you will be enrolled in the Auto pay Service for your quarterly MLS fees.

If you have changes to your credit card information such as expiration date, please visit the member portal and make the appropriate changes under the “Payment Information” section your Member Profile.

If you do have any questions, please contact the Association office at 715-381-4663.