Premier Property Pay®
Quick Reference Guide

PACIFIC PREMIER BANK®
COMMUNITY ASSOCIATION BANKING

Easily set up a flexible schedule for community and property-related payments with Premier Property Pay. Payment options currently include eCheck.

Make a one-time payment

- Visit ppbi.com/PropertyPay
- Click on One-time Payment

Register your account

- Visit ppbi.com/PropertyPay
- Select Register from the main screen
- Click on **Register Now** beneath the Log In box
- Type a nickname to easily identify the property
- Type in the Account ID (26-character)
- Type in Property ZIP Code

Add an automatic payment plan

- Log in to ppbi.com/PropertyPay
- Click on Automatic Payments
- Select ADD a Plan

Verify payment schedule

- Log in to ppbi.com/PropertyPay
- Click on Automatic Payments
- Review displayed recurring plans

Add additional accounts

- Log in to ppbi.com/PropertyPay
- Click on Profile/Billing accounts
- Click on ADD
- Type a nickname to easily identify the property
- Type in the Account ID (26-character in length)
- Type in Property ZIP Code

Canceling payments

- Log in to ppbi.com/PropertyPay
- Click on Payment Activity
- Click on Cancel next to the scheduled payment

Canceling recurring plans

- Log in to ppbi.com/PropertyPay
- Click on Automatic Payments
- Click on Cancel next to the scheduled recurring plan

Update password

- Log in to ppbi.com/PropertyPay
- Click on Profile/Security Profile
- Enter Current Password
- Enter and confirm new password
- Click on Save New Password

Add payment methods

- Log in to ppbi.com/PropertyPay
- Click on Profile/Payment Methods
- Click on ADD

Delete a user profile

- Log in to ppbi.com/PropertyPay
- Click on Profile
- Click on Delete profile

Learn more at PPBI.com/PropertyPay

Our Client Service team is available to assist users with navigation. Call us at **855.868.8108**.