

How To Pay Invoices Online

*Note: You must have "Management Access" in order to access invoices for your company or properties, update staff, and be able to update the Company Profile. If you do not see your invoices while logged in, and believe you should have Management Access, please contact us at taa@triangleaptassn.org.

🏠 **Member Compass™**

- 1 [Dashboard](#)
- 1 [Pay Balance](#)
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- [My Events](#)
- [My Orders](#)
- [Profile](#)
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- [Company](#)
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- LOGOUT

Which balance would you like to pay?

2

\$2,132.00
Full Balance

✓

\$1,017.00
Overdue Balance

✓

Specific Invoices

✓

3 **Payment**

NAME ON CARD

VISA

MasterCard

DISCOVER

AMEX

CREDIT CARD NUMBER

EXPIRATION MONTH

BILLING STREET

BILLING CITY

STATE/PROVINCE

SAVE CARD FOR FUTURE PAYMENTS

AUTO-PAY FUTURE MEMBERSHIP RENEWALS

PAY BALANCE

1 Click the "Pay Balance" tab in your Member Compass.

2 Choose to pay "Full Balance", "Overdue Balance", or "Specific Invoices".

3 Enter your credit card information and click "Pay Balance".

★ You can check:

- 1) "Save card for future use"
This saves the card only on your profile! No other user, even under the same company, will be able to use your card. *Visit our FAQ page for information on how we keep your card information secure.*
- 2) "Auto-Pay Future Membership Renewals"
You will receive a reminder email before your card is charged at renewal time.

Questions? Contact us at taa@triangleaptassn.org