



## How to make a payment at Granville Towers

**Granville Towers does not bill or invoice.**

**Residents and parents must follow the payment schedule listed on the lease agreement.**

*NOTE: If your Rent is not paid by 5 PM on the fifth (5<sup>th</sup>) day of the month, your Rent is late and you will be charged \$ 45.00 in addition to your Rent. Post-dated checks will not be accepted. If you choose to make an electronic payment transaction fees may apply.*

Granville Towers has several payment methods available:

- The Business Office, located in the West Tower next to the Agora, accepts cash, check, cashier's check and money order payments. The Business Office hours are Monday – Friday from 8:00am to 5:00pm.
- For your added convenience, a secure after-hours drop box is available for check, money order and cashier's check payments. The drop box is located on the door to the Business Office. Please make sure to put your payment in an envelope before placing in the drop box. Cash is not accepted. The resident's full name must be on the memo line of the payment.
- Check payments made payable to **Granville Towers** can be mailed to **2100 Granville Towers South, Chapel Hill, NC 27514**. Please put to the attention of the Business Office. The resident's full name must be on the memo line.
- Credit/debit card and e-check payments can be made on our website ([www.granvilletowers.com](http://www.granvilletowers.com)) by clicking "Rent Payment & Work Orders." You will log in to the payment portal. Processing fees will apply based on the method of payment selected.
- Please note that if you choose to use your personal bank's online bill pay feature, you must send your payment well in advance of the due date to ensure it will be received on time. We are not electronically linked to any banking system.

If you have any questions about your payment, please contact Megan Hess at [rsmgranville2@edrtrust.com](mailto:rsmgranville2@edrtrust.com).