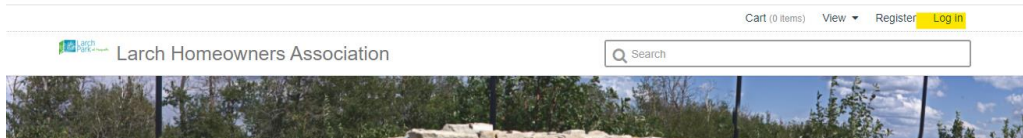
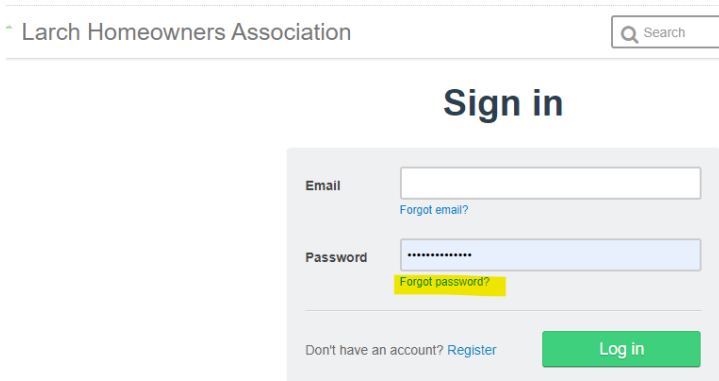


PLEASE KNOW YOU CAN LOGON TO YOUR ACCOUNT AT ANYTIME TO PAY YOUR FEES, PLEASE SEE STEP BY STEP INSTRUCTIONS TO PAY YOUR FEES WITH PICTURES BELOW;

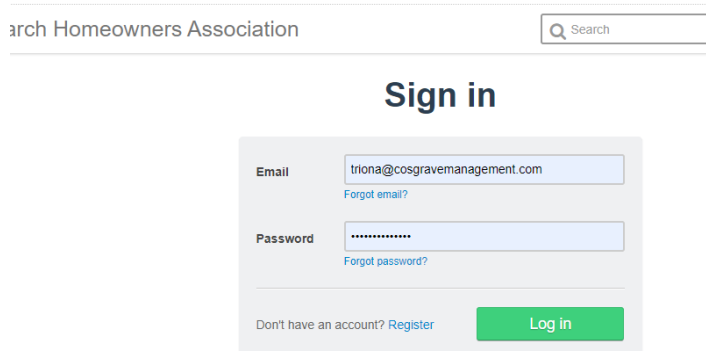
1. Navigate directly to <https://central.ivrnet.com/edmontonaurora>
2. Select "Log In"



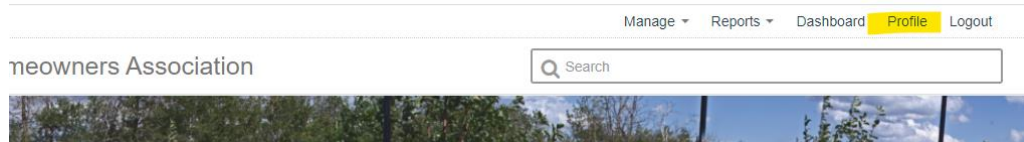
3. If this is your first time logging in Select "Forgot Password to reset your account and enter your email.



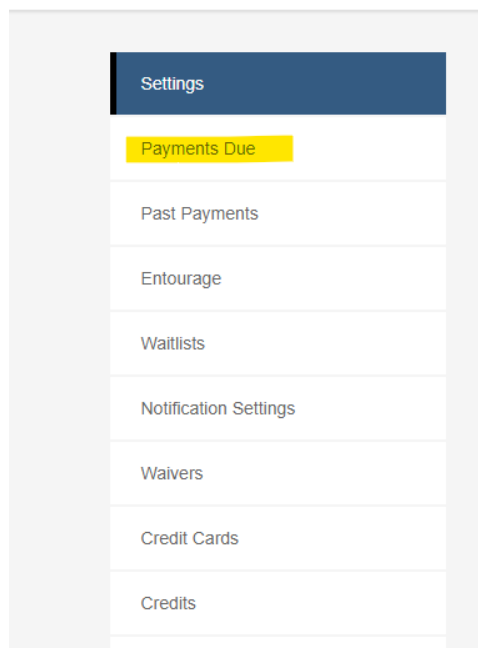
4. If you already have a password, Login with your email and password



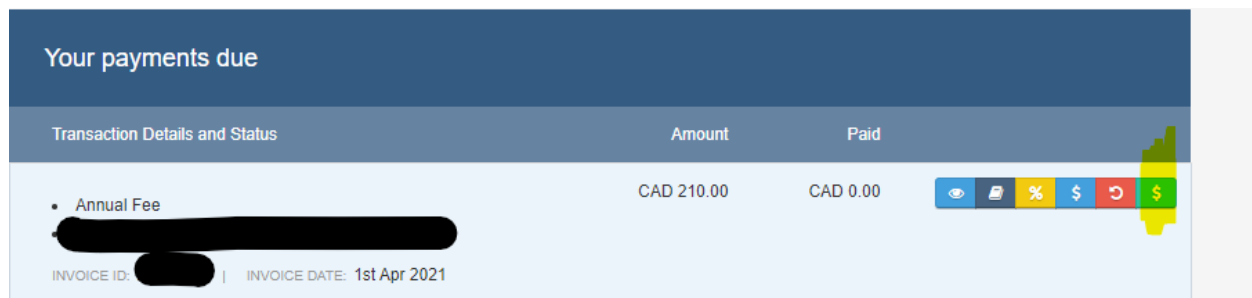
5. Once you are logged in, select “Profile” at the top right of the page



6. On the left hand menu select “Payments due”

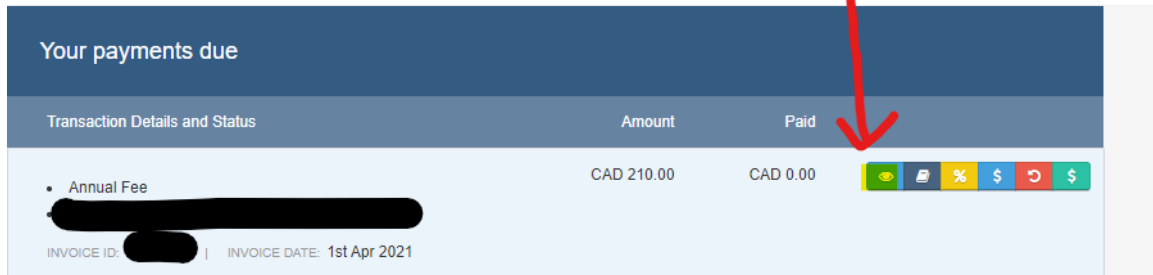


7. Invoices due will appear on the right hand side. Select the Dollar Icon to make you payment.



8. Enter the invoice number and access code. The Invoice Number and Access code will be located on your invoice

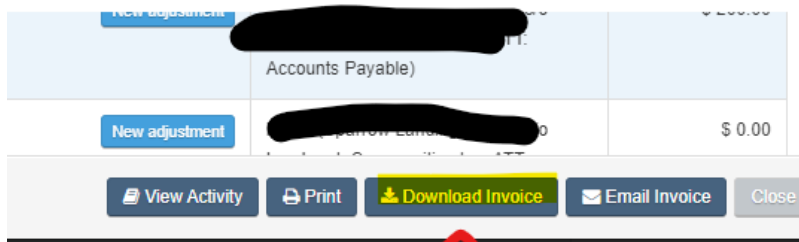
9. To download the invoice Select the eye icon to view or download your invoice.



The screenshot shows a table titled "Your payments due". The table has three columns: "Transaction Details and Status", "Amount", and "Paid". A red arrow points to a row of icons (eye, print, percentage, dollar sign, refresh, dollar sign) located to the right of the "Paid" column.

Transaction Details and Status	Amount	Paid
Annual Fee [REDACTED]	CAD 210.00	CAD 0.00

INVOICE ID: [REDACTED] | INVOICE DATE: 1st Apr 2021



The screenshot shows a table with invoice details. A red arrow points to a button labeled "Download Invoice" in a toolbar at the bottom of the table.

[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Accounts Payable)	[REDACTED]
[REDACTED]	[REDACTED]	\$ 0.00

View Activity | Print | Download Invoice | Email Invoice | Close

Should you have any questions or concerns, please email triona@cosgravemanagement.com

Sincerely,