



# REGISTER FOR E-STATEMENTS

**[CLICK HERE TO REGISTER](#)**

**For e-statement registration assistance, please contact us!**  
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E-Statements allow homeowners to view their monthly assessment records in a secure and convenient environment. E-Statements also reduce the carbon footprint, saving resources for projects in the community. After registering for e-Statements, homeowners will be notified via email when a new monthly statement becomes available.

**Please note: At this time, the E-Statement system is a separate system than ClickPay, which processes online payment of assessments.**

**Please visit the Resident Portal or click [HERE](#) to pay your assessments electronically through ClickPay**

# eStatement Quick Reference Guide

We have made registering for eStatements quick and easy.  
Just follow four simple steps!

1

## Create Your eStatement Account

Go to <http://estatements.welcomelink.com/fscalifornia> and click "Register Here." Enter the basic account information from your most recent statement.

The screenshot shows the FirstService Residential e-Statement website. On the left is the 'e-Statement Login' section with fields for Email and Password, and a 'Log In' button. On the right is the 'Welcome to the FirstService Residential e-Statement website.' section with three bullet points: 'Convenient, 24/7 Access', 'Reduced Risk', and 'Go Green'. At the bottom left is a 'New to e-Statements? Register Here' button.

2

## Set Up Password and Security Question

You will be required to set up a password as well as answer a security question. The security question will be used to reset your password should you forget it in the future.

The screenshot shows the 'Security Information' and 'Statement Account Information' forms. The 'Security Information' section includes fields for Password, Confirm Password, Security Question (with a dropdown menu), and Security Answer. The 'Statement Account Information' section includes fields for Account Number, Name, Street 1, Street 2, City, State/Province, and Zip/Postal Code. There is a 'Submit' button at the bottom.

3

## Verify Your Email Address

After finishing the account setup, a verification email will be sent to the email address provided.

**You must click the link in the email to finish the verification process and receive electronic statements.**

The screenshot shows a verification email from FirstService Residential. It addresses the user as 'John' and thanks them for signing up. It instructs the user to click a 'verify' link to complete the registration process. It also provides the user's login as 'johndoe@gmail.com' and technical support contact information: Phone: (855) 325-2016 and Email: [team@welcomelink.com](mailto:team@welcomelink.com). At the bottom, it says 'Please add [estatements@welcomelink.com](mailto:estatements@welcomelink.com) to your Safe Senders List to ensure delivery of your e-Statements.'

4

## View Your Statements

To view your statements, simply click the month and year that correlates to the statement you'd like to view. You may then download the statement to a PDF format. **You will be notified via email when future statements become available.**

The screenshot shows the FirstService Residential e-Statements page. It displays a list of e-Statements for the user 'John Doe' with dates: 2018 April, 2018 March, and 2018 February. There is a 'Mail My Statements' button. Below the list are instructions for viewing statements, including options to 'View your statements', 'View a different account', 'Add another account', and 'Update your settings'.