

Instructions for Login and Online Payment

1. Use the email address that is affiliated with your account to login and/or request your password
 - a. If you do not have an email affiliated with your account, please email the office at sarah@greenroadsynagogue.org and your account will be updated
2. Once you have logged in, select “My Account”, do not select from the drop-down menu, simply click, “My Account”
3. Now that you are viewing your account, select “Submit a Payment” and enter the amount you wish to pay
 - a. Regardless of whether or not you are paying a full amount or setting up a payment plan, the amount entered must be the total amount that you wish to pay
4. Should you wish to pay the amount in full, simply proceed with payment
5. Should you wish to have a recurring payment set up, please select “Pay this Amount” and then select a payment interval that is comfortable for you from the drop-down menu and continue to payment

If you should have further questions or difficulty setting up your payment(s), please contact the office at (216) 381-4757 x101 or sarah@greenroadsynagogue.org.