

# Managing multiple properties?

THERE'S AN EASIER WAY TO  
MANAGE THE RATE NOTICES.



Sign up for the Managing Agents service with EzyBill and receive your batched notices electronically.

**ezyBILL**

  
CITY OF  
MONASH



## Why use EzyBill for Managing Agents?

If you are a property manager appointed to receive, pay and file notices on behalf of multiple property owners, the EzyBill Managing Agents solution is for you.

Think of EzyBill for Managing Agents as an online bill delivery and filing system. Receiving property notices electronically offers an easier and more streamlined process for managing accounts, with the added convenience to access all of the notices within your current property portfolio at any time.

## It's smart

Electronic notices can be filtered and viewed by date range or notice type, with the ability to download files individually or to group multiple notices within a batch file.

Depending on the import requirements or drag-and-drop functionality of your property management and accounting software, EzyBill can reduce the need for manual data entry with the option to download data as a CSV file as well as a single-or-multi-page PDF.

## It's secure

Council assigns a unique Agent Code for agents who manage multiple properties within the region. This code is used to identify and group all rate notices appointed to a property manager. Upon registering with EzyBill and verifying your unique code, all future notices will be stored on the secure EzyBill portal ready for you to access online.

When new notices are issued, you'll receive an email or SMS notification to log in to EzyBill.

## It's simple

Ready to sign up for Managing Agents on EzyBill? Let's do this!



Step one  
Go to [monash.ezybill.com.au](https://monash.ezybill.com.au)



Step two  
Create your EzyBill account



Step three  
Register for the Managing Agent service

Already have an EzyBill account? Simply log in, go to the services page and click **Add New** next to the **Managing Agents** service. You'll need on hand your Agent Code (generated and supplied by council – contact us to confirm your code).

**Have a question or like some more information?**

**Contact us**

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