

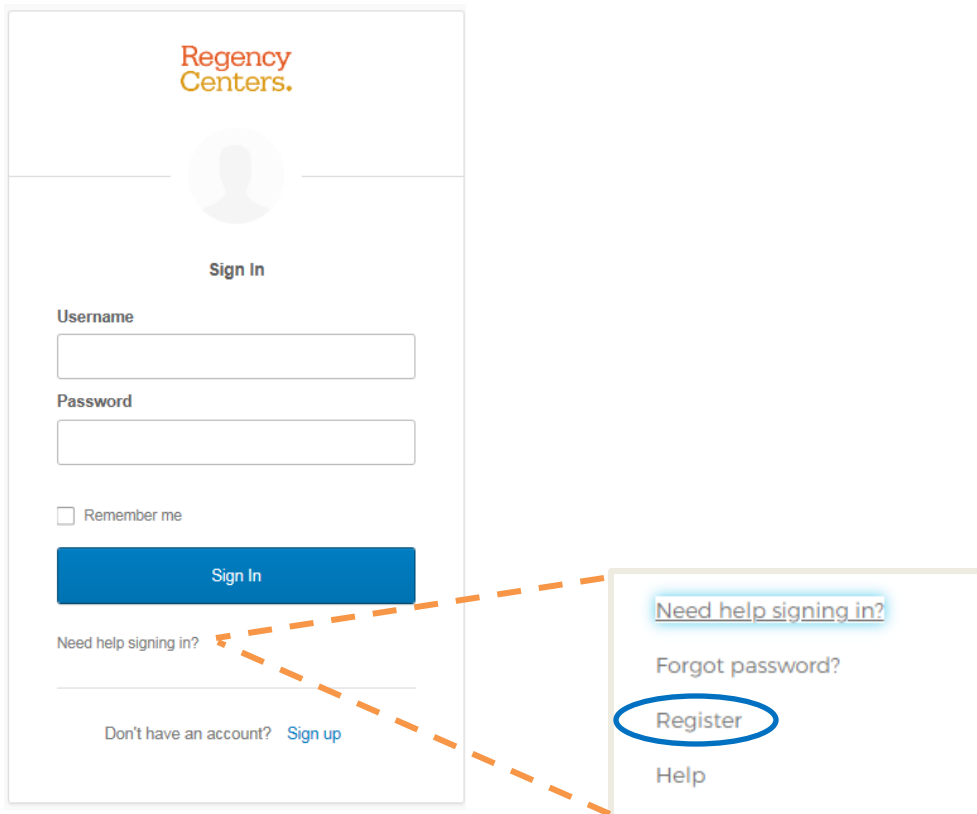
Register to use VersaPay – Regency’s Tenant Payment Portal!

Note: All tenants must register to use VersaPay. Tenants previously enrolled in Regency’s former payment platform (PayerExpress) must register anew in VersaPay to resume managing their account online. Former usernames, passwords and bank information will not be transferred from the old platform to VersaPay.

Additionally, if previously enrolled in auto-pay in PayerExpress, tenants must unenroll in PayerExpress and reconfigure their payment method using VersaPay.

Regency will discontinue use of PayerExpress on or around 03/31/2021. Thereafter, VersaPay will become Regency’s exclusive payment platform.

1. Navigate to tenants.regencycenters.com to Register for VersaPay!
2. Next, click “Need help signing in?” More options will appear. Select Register.



The image shows a screenshot of the Regency Centers sign-in page. At the top, the Regency Centers logo is displayed. Below it is a placeholder for a profile picture and the text "Sign In". The form includes fields for "Username" and "Password", a "Remember me" checkbox, and a blue "Sign In" button. Below the button is a link for "Need help signing in?". A callout box is connected to this link by a dashed orange line. The callout box contains the following options: "Need help signing in?" (highlighted with a blue glow), "Forgot password?", "Register" (circled in blue), and "Help".

3. Input your credentials. You will need both your Lease and Tenant Number to Register. Your Lease and Tenant Number can be referenced from your past rent statements.

Regency
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First Name

Last Name

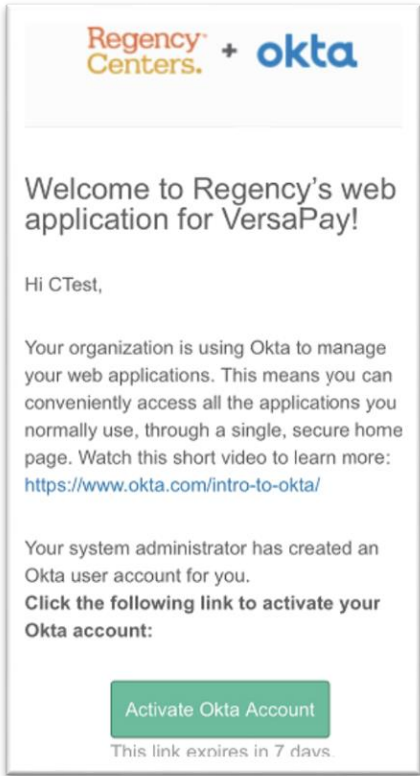
Email

Tenant Number

Lease Number

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4. Check your inbox for a verification email from noreply@okta.com to activate your account!



5. Once you have chosen to activate your account, you will be prompted to setup (1) a password, (2) security question, and (3) two-factor authentication for your security protection.

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Welcome to Regency Centers Tenant Portal, CTest!
Create your Regency Centers Tenant Portal account

Enter new password

Password requirements: at least 9 characters, a lowercase letter, an uppercase letter, a number, a symbol, no parts of your username, does not include your first name, does not include your last name. Your password cannot be any of your last 4 passwords.


Repeat new password

Choose a forgot password question

What is the food you least liked as a child?

Answer

Regency Centers.



Set up multifactor authentication

Your company requires multifactor authentication to add an additional layer of security when signing in to your Okta account

SMS Authentication
Enter a single-use code sent to your mobile phone.

Setup


Voice Call Authentication
Use a phone to authenticate by following voice instructions.

Setup

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Two-factor authentication can be verified by text message or voice call after inputting your preferred phone number.

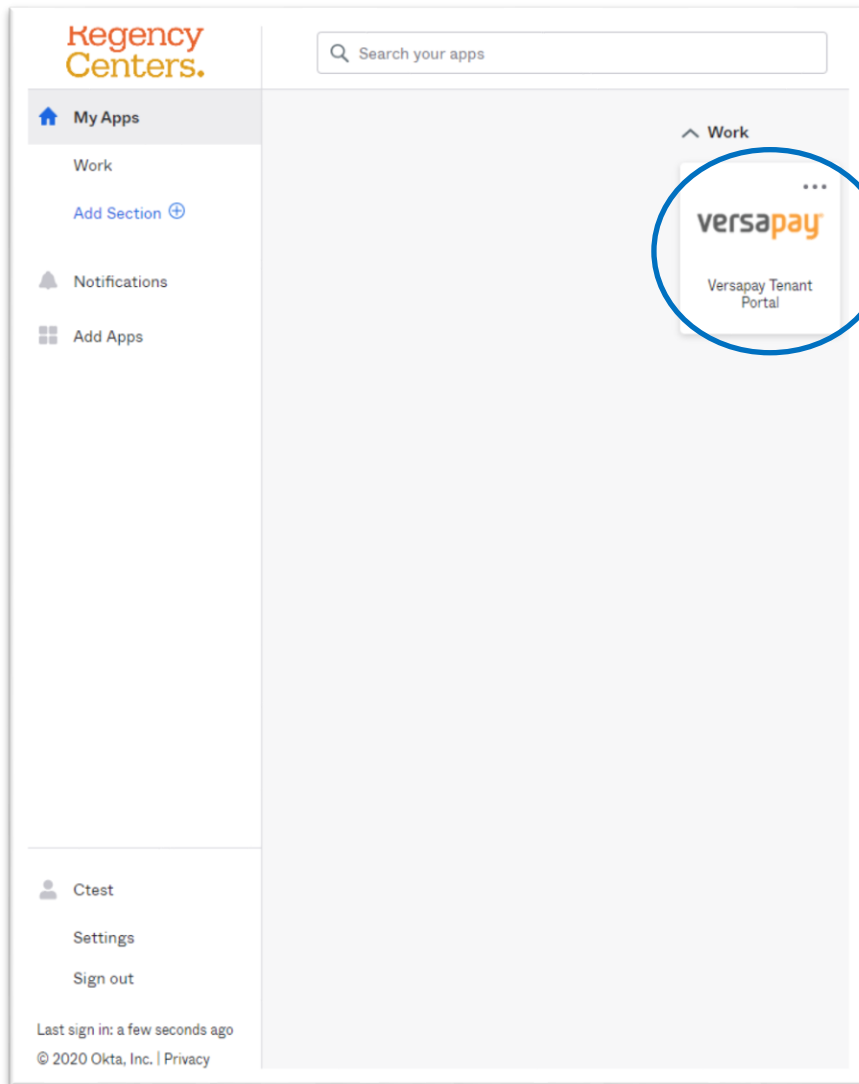
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Verification email sent

We just sent a verification email to TestTenantSignUp@domain.com Please check your email and verify your account to continue.

[Back to Sign In](#)

6. After verifying your email and device for login, you will be brought to an Okta landing page where the VersaPay application will be housed. Click the VersaPay icon to begin managing your account online!



Logged in and looking for additional help? A tenant guidebook has been posted to our corporate website at regencycenters.com/tenants to help you navigate the many features and benefits available through VersaPay. Have questions beyond what the guidebook can help you with? Don't hesitate to reach out to your property manager for assistance!