



Please follow the instructions below to access our Owner Portal.

Enhanced access to owner information: Access your account in real time through the Owner Portal at <https://barkan.cincwebaxis.com>. View documents, submit work orders, contact management, and more!

Simple and Flexible Payment Options: Make secure online payments via eCheck or credit card, with options for one-time or recurring payments. Traditional methods like online bill pay and lockbox service are also available.

Barkan Management Company Mobile App: Stay connected on the go with our mobile app. You'll have full access to the portal from your phone or tablet.

1. Visit <https://barkan.cincwebaxis.com>, or scan the appropriate QR Code below and click Register at the top.



2. Using the account number listed on your welcome letter, fill in the required information (marked by *). Be sure to select "Owner of Property" and use the property address when registering (as opposed to an offsite mailing address).
3. Within 48 hours you will receive a confirmation email from donotreply@cincsystems.net with a link to set your password (we recommend that you check your spam folder and set donotreply@cincsystems.net as a safe sender in your email settings.)
4. If you own multiple properties within the same community or across different Barkan-managed communities, you should link them to a single login. Once logged in, simply click the drop-down menu next to your name and select "Switch Account". From there, you can register an additional property and easily switch between them as needed.

Payment options through the Owner Portal include eCheck, credit card, Apple Pay, or Google Pay. Fees may apply depending on the chosen method of payment.

To set up a payment, log into your account and then click the **Pay Assessments** tab at the top. You can choose to make online payments by eCheck or credit card by clicking on the "Make a Payment" button at the top or set up AutoPay by clicking "Add AutoPay" towards the bottom.

Make a Payment

Add AutoPay

AutoPay is processed on the same day each month. You can enter a fixed amount (same amount withdrawn every month, even if your balance changes) or select the Assessment Balance to automatically withdraw the full amount due each month. We recommend choosing a payment date within the first week of the month to ensure your payment reflects the most current balance. You will be able to save payment options for future use to your Wallet for easy and secure payment processing.

Lockbox Service:

If you prefer to pay your assessments via paper check, money order, or a third-party online bill payment service, please remit your payments, payable to the Association, to the following address:

Association Name
c/o Barkan Management Company
PO Box 2193
Secaucus, NJ 07096

Please be sure to include your account number noted above. If you need any assistance setting up your account or would like to request coupon books, reach out to ar@barkanco.com or call 508-497-3444.

Mobile App: Barkan also offers a mobile app which allows you to access the owner portal on the go. Scan one of the QR codes below, or search "Barkan Mgmt" in the Apple App Store or the Google Play Store.



Apple Store



Google Play



Barkan Owner Portal - Setting up Payments

Payments Home

I. Making a One-Time Payment:

1. Go to the **Pay Assessments** tab at the top and click **Make a Payment**.
 - If prompted, save a billing phone number by going to **Account Info → My Profile →** and select the **Communication** tab, then click **Add/Change**.
2. The default payment type will be **One-Time Payment** (you have the option to change this to Autopay if preferred).
3. Select a payment method:
 - Apple Pay or Google Pay may appear as an option from your browser.
 - To add a new method, select **Debit/Credit Card** or **eCheck** from the drop down. Enter the details and click **Save Payment Method**. This will save securely to your Wallet for future use, or you can delete it once the payment is complete.
 - You can also select **Add Payment Method** on the pay assessments screen to save a new method.
4. Enter the payment amount (required for One-Time Payments).
5. Click **Review Payment**, then **Submit** (or **Pay with Apple/Google Pay** if applicable).

II. Setting Up AutoPay:

1. Select **Add Autopay** at the bottom of the Pay Assessments screen.
2. Follow step I. 3. above.
3. Under payment amount, choose **Fixed Amount** or **Assessment Balance**.
 - *Note: only the fixed amount option is available for debit/credit cards. The Assessment Balance options will pull the full balance due on the payment date.*
4. Select a frequency (monthly, quarterly, etc.) and click **Select This Payment Type**.
5. Choose a payment date (typically within the first 5 days of the month. “Early” payment dates at the end of the prior month may not pull if no balance is due until the 1st).
6. Click to **Review AutoPay Setup**, then click **Set Up AutoPay** to complete.

III. Changing or Canceling AutoPay:

1. Go to **Manage AutoPay** on the **Pay Assessments** screen.
2. Click **Cancel AutoPay**.
3. Create a new payment. Under **Pay Assessments**, select **Make a Payment** or **Add AutoPay**, then follow the steps above.

Important: Deleting a payment method from your Wallet does **not** cancel AutoPay. AutoPay will continue using the deleted method until you cancel it the payment series.