

Summerlin West Community Association

Assessment Payment Information

Monthly Assessments

Assessments are currently **\$55.00 per month and due on the first day of the month**. Payments must be received by the last business day of the month, or a \$5.00 late charge will be assessed.

Payment coupon book

You will be mailed a payment coupon book separately. When mailing payments to the lockbox please include a coupon with each payment. If you were provided an account number through escrow, **please do not use** it to make payments. You will be assigned your own unique **account number**.

Payment Options

Check or Money Order

Assessment payments are processed using a bank lockbox system. Payments sent or delivered to the local office will be forwarded to the lockbox address, delaying processing.

Please mail your payments to:

Summerlin West Community Association
P.O. Box 51371
Los Angeles, CA 90051-5671

ACH (Automatic Payment Program)

An enrollment form is included in this package, or can be obtained at www.summerlink.com, go to Residents → West Association → Forms → Automatic Payment Sign-up.

Homeowners who participate in the Automatic Payment program **will not** receive a coupon book.

BillPay

Once you have received your coupon book and have your account number available, you can also set up payments using **your bank's bill-pay service**, please use the **full 8-digit account number** shown on your coupons. Use the lockbox mailing address below and our local phone number, (702) 791-4600, when setting up bill-pay.

Vendor Name: Summerlin West Community Association

Remit address: P.O. Box 51371, Los Angeles, CA 90051-5671.

e-Check Online Payment

- ✓ Log in to www.hoabankservices.com
- ✓ Select the red Make Payment button located under the Online Payments for Homeowners section on the left navigation bar.
- ✓ Choose Make a One Time Payment to initiate a payment without registering or click **Create an Account** to register and set up recurring e-Check Payments.
Registering allows you to save property payment information
- ✓ Select your association and follow the instructions on the screen.

WWW.SUMMERLINK.COM

- ✓ Select RESIDENTS tab
- ✓ Select WEST ASSOCIATION
- ✓ Select PAY ASSESSMENT ONLINE

Credit/Debit Card Payment* VISA, MasterCard, American Express or Discover.

- ✓ Log in to www.hoabankservices.com
- ✓ Select the red Make Payment button located under the Online Payments for Homeowners section on the left navigation bar.
- ✓ Click on **Make a One-Time Payment**.
- ✓ Select your association and follow the instructions on the screen.

* There is a \$14.95 convenience fee per credit card transaction.

* A maximum limit per transaction is \$5,000.

We Do Not Accept

- Telephone Payments
- Cash

Please do not send correspondence to the lockbox. Correspondence should be mailed to:

Summerlin West Community Association
2115 Festival Plaza Drive, Suite 220
Las Vegas, NV 89135

Please feel free to contact the Accounting Department at (702) 791-4600 or summerlinwest@howardhughes.com with any questions regarding your assessment account.