

## Summerlin West Community Association

### Assessment Payment Information

#### Monthly Assessments

Assessments are currently **\$60.00 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](http://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](http://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](http://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](http://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 \$2.95% convenience fee per transaction.

\* No limit per transaction

**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](mailto:summerlinwest@howardhughes.com) with any questions regarding your assessment account.