



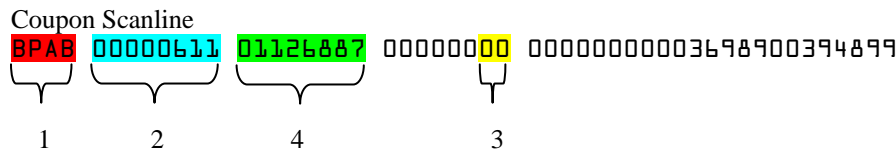
Thank you for visiting:

If you were referred to our site by a property manager or your association and you plan to pay your association maintenance fee using your financial institution’s Online Bill Pay Service, please have your coupon available. The information below will guide you through determining your Bill Pay Account Number.

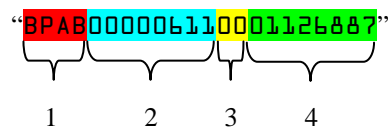
The following is an example of our standard scanline at the bottom of your coupon.
Note: If the format of your scanline does not match the following, verify if you are using the correct coupon for the intended community association.

Example

In the following coupon scanline example below,



the Bill Pay Account Number is:



- 1. Company ID (Highlighted in RED)
- 2. Association Code (Highlighted in TURQUISE)
- 3. Coupon Type (Highlighted in YELLOW)
- 4. Unit Owner Account Number (Highlighted in GREEN)

To determine your Bill Pay Account Number, you need to combine the “Company ID”, the “Association Code”, the “Coupon Type” and the “Unit Owner Account Number” from the bottom of your coupon.

Enter the information exactly as shown on your coupon (which includes leading zeros).

When you are done, the Bill Pay Account Number will be 22 characters in length.

Once you’ve determined your new Bill Pay Account Number, please update your community association “Payee” profile in your financial institution’s Online Bill Pay Service by replacing your old Unit Account Number with the new “Bill Pay Account Number”.

Very Important: If for any reason, you are not able to enter the entire Bill Pay Account Number, enter your Unit Owner Account Number exactly as it appears on the coupon (including leading zeros).