



## **\*\* IMPORTANT ANNOUNCEMENT \*\***

### **\*\*NEW mailing address information for Plainview Residents Association assessment payment\*\***

We are excited to announce that Western Alliance Bank is now providing assessment payment processing service for Plainview Residents Association. Western Alliance Bank works exclusively with community associations and offers numerous options to easily make your assessment payment.

### **PAYMENT BY CHECK**

Checks may be mailed to Western Alliance Bank lockbox at the address below.

**Plainview Residents Association Inc Processing Center**

**PO BOX 87645**

**Carol Stream, IL 60188-7645**

*\*\* Please include your remittance coupon/statement with your payment in the provided envelope to ensure your payment is correctly addressed and processed.*

You may continue to mail correspondence to Plainview Residents Association, but we ask that you mail your assessment payment to the address listed above to ensure prompt and speedy processing of your payment.

*Failure to update the remittance address may result in a late payment fine, or your check being returned to your address.*

### **PAYMENT BY OWNER USING ONLINE BILL PAY**

If you currently use an online bill pay service through your bank, login to your bank's online service and stop/delete your existing payment profile. You will need to create a new payment profile that includes the following information:

**Payee: Plainview Residents Association**

**c/o Plainview Residents Association Inc. Processing Center**

**PO BOX 87645**

**Carol Stream, IL 60188- 7645**

**Memo/Account number:** Please use the four-digit Lot number located on the payment stub below your address and/or your property address.

*Failure to create a new payment profile with the new remittance address and account number in your online bill pay system may result in delayed and/or returned payments.*

### **ONLINE PAYMENTS**

You may visit our website [www.plainviewassoc.com](http://www.plainviewassoc.com) to pay your assessment online using any of the following options:

- **ACH Recurring Payment** – You may have your assessments automatically deducted from your checking account every year. This service is **FREE**.
- **ACH One Time** – Pay your assessment online one time only. This service is **FREE**.
- **One Time Payment with Credit/Debit Cards** – You may make a one-time payment with a credit or debit card. Service fee applies and is charged at the time of payment: Credit Card service fee- 3.5%, Debit Card flat fee \$5.00

Please don't hesitate to contact us if you have any questions.