

AUTOMATIC PAYMENT OF YOUR ASSOCIATION FEES IS NOW AVAILABLE!

Now you can pay your regular assessment conveniently and automatically, without writing a check or mailing an envelope. The Automatic Payment Plan allows you to pay your regular assessment with an automatic withdrawal from your checking account or savings account. **There is no cost to you for this service.**

How is this done?

Through the Association's local bank, we can access the Automatic Clearing House Network (ACH). ACH is a nationwide electronic payment system used by more than 22,000 participating financial institutions (including the Association's local bank), 500,000 corporations, and millions of consumers. This is the same service many consumers currently use to pay their utility bills, insurance premiums and other financial obligations.

How will this work?

Any Association member with a valid checking or savings account may use this service. By completing the enclosed application, you authorize having the Association's bank request an electronic payment or collection and set-up a specially formatted transaction. On or around the **fifth day of each month**, the transaction is transmitted to your financial institution as part of an electronic file. Your financial institution will debit your account and remit the funds electronically to the Association's bank account.

What are the benefits?

Your payment is paid when it is due, even if you are out of town. You do not have to write a check, use the mail, or travel to make payments. Whether you are a permanent or part-time resident, this is a dependable and convenient way to pay your recurring assessments throughout the year.

How do I participate?

If you are interested in this service, complete the enclosed application and return it to Snow Property Services. Be sure to attach a **voided check**. There is a required pre-note period, so the Automatic Payment Plan will not become effective immediately. **We will send you notification as to the effective date of the plan.** Until we have notified you, you must continue to mail your payments to our office. Please contact our office if you have any questions.

Are there any Restrictions?

Our financial institution cannot set up automatic payments through a Canadian bank account unless stated otherwise on the bank account that it accepts US dollars.