

Options For Paying Your Assessment

PAY BY COUPON (MAIL)

Mail your payment **WITH A COUPON** (NEVER SEND CHECK WITHOUT A COUPON) TO:

**Your Association Name
c/o Monarch Association Management, Inc.
Post Office Box 531260
Atlanta, GA 30353-1260**

(Return envelopes are provided with your coupon book.)

PAY AUTOMATICALLY WITH ACH (Auto Debit)

It's as easy as contacting Monarch (727) 204-4766 or by completing the attached form, noting your bank account and routing numbers and returning to them to set up your Auto Debit account. Thereafter, your account will be drafted on the 4th day of each period due.

PAY WITH BILL PAY

(You provide the information to your bank to pay the assessment.)

Save time and money by scheduling your association payment through your bank's bill pay service or other online payment bill pay processor.

Ensure your online bill pay set-up reflects the following:

| | |
|------------------------------|---|
| Payee Account Number: | If you do not know call Monarch (727) 204-4766 |
| Payee Name: | Your Association Name |
| Payee Address: | c/o Monarch Assoc Mgmt PO Box 531260 Atlanta GA 30353 1260 |
| Payee Phone Number | 888 705 0600 |

When are online bill pay payments received: In most instances, payments are not received on the same day that funds are debited from your account. Depending upon the method of payment and delivery used by your bill pay provided, payments may take up to five business days or more to be posted to your association's account. When using a bill pay service, it is advisable to schedule payment for a date well in advance of the due date.

QUICK PAY NOW

To make a one-time payment today, click Union Bank Online Payment Services at <https://www.hoabankservices.com/onlinepayments/payment.aspx>.

- Pay by card with your Visa®, MasterCard®, American Express® or Discover card.
- Pay by eCheck with a one-time electronic funds transfer by ACH debit From your checking or savings account from any US financial institution.

Homeowners using the online payment system will be charged a convenience fee of \$14.95 per transaction for making a payment credit card.



Monarch Association Management, Inc.

500 Alternate 19 South ♦ Palm Harbor, FL 34683

**IF YOU NEED HELP WITH ANY OF THE ABOVE CALL (727) 204-4766
OR ADMIN@MONARCHAM.COM -- WE ARE HERE TO HELP YOU!**