

HOW TO PAY YOUR SPECIAL ASSESMENT

Date first payment:	1st of August
Full Amount:	\$1,106.73
Monthly Payment:	\$221.35 (5 payments)

If you prefer to pay the full amount, please feel free to do so using your preferred payment method.

Below are the various forms of payments offered from your association's management company, Don Asher & Associates, to pay your assessments.

1) HOA QUICK PAY – Online Payment

Visit **lakeshoreclubvillas.org**

Click on Community Portal

Click on HOA QUICK PAY

Enter your account number (account number is provided on your coupon or statement)

2) COMMUNITY PORTAL – Online Payment

When making payments through our community portal, you have the option to sign up for ACH E-Check.

Please note, when making payments through the portal, convenience fees apply.

Create an online password and login. PLEASE NOTE, you must have an email address on file with Don Asher & Associates for the portal to be accessed.

Visit **lakeshoreclubvillas.org**

Click on Community Portal

Click on HOA Login

Click on Create Login

Enter your email address that is on file

Enter your account number (account number is provided on coupon)

3) BILLPAY – Free of Charge

Using your personal bank's BillPay feature is **FREE** of charge. When using your personal bank's BILLPAY process, you will need your **account number**. The account number can be found in your coupon book.

Update the assessment amount if it has changed. Add the account number to the memo line. Check with your bank for their processing timelines to avoid late payments.

4) CHECK OPTION

If you are mailing a check, please mail checks using the coupons provided. There is no fee for processing a check. Please plan accordingly as mailing delays may affect your payment arriving on time.

For any other ACH or automatic recurring payments, please be sure to update the amount if it has changed. Late Fees and Interest will be charged as per your Association Documents and Florida Statutes.

Payments should be mailed to:

LAKESHORE CLUB OF POLK COUNTY HOA

PO BOX 98260

PHOENIX, AZ 85038-0260

For questions regarding your account or payments, please contact our office by the following. **PHONE: (407) 425-4561 OR EMAIL: HOADUES@DONASHER.COM**