

Four Ways to Pay Your Dues

1. **ACH Automatic Withdrawal** from your checking account. Assessments will be deducted around the 8th of each billing month. To participate, fill out and return the **ACH Form** before the 1st of the billing month to Steward Property Services, PO Box 751536, Petaluma, CA 94975-1536. There are no fees for using this service and your assessment amount is automatically updated if changes are made by the Association.
2. **Bill Pay** through your personal banking institution. Payable to {Your Community Name}. Reference your account number and have payments sent to SPS Remittance Inc., PO Box 51226, Los Angeles, CA 90051-5526. This is not a wire transfer. Please allow 7-10 days for timely receipt.
3. **Mail** a check with your statement or coupon stub to SPS Remittance Inc., PO Box 51226, Los Angeles, CA 90051-5526. Make check payable to {Your Community Name} and reference your account number in the check memo.
4. **Pay Online** through SPS website, see top right corner of website "**Pay Online**". Payments may be made by either E-Check or Credit Card (fee may apply, Visa, Mastercard, & Discover are accepted).