

IMPORTANT ANNOUNCEMENT ASSESSMENT PAYMENT

We are excited to announce that Alliance Association Financial Services (AAFS) is now processing your assessment payment. AAFS works exclusively with the community association industry and is committed to providing you and your association first-in-class service. When submitting your payment, ***it's important to follow these steps;***

Mailing Your Payment: Please ***include your coupon*** with your assessment payment and mail your assessment payment to:

Association Communications, Inc. Processing Center
P.O. Box 98096
Las Vegas, Nevada, 89193-8096

Bill Payment Option Through Your Bank: If you are using online bill pay through your bank, please login to your bank's online service, and stop/delete your existing payment, and create a new payment with our new processing address:

Association Communications, Inc. Processing Center
P.O. Box 98096
Las Vegas, Nevada, 89193-8096

Failure to update the address in your online bill pay system may result in delayed and/or returned payments.

Online Payment Options: For your convenience, AAFS provides three online payment options;

1. One-time ECheck Payment (at no cost to you).
2. One-time Credit Card Payment (**fee applies at time of transaction**).
3. Recurring ECheck Payment (at no cost to you).

To make an online payment by using one of the three options above, please follow the below steps;

1. Prior to making your online payment, please have your assessment coupon and checking information readily available. You will need information from your assessment coupon and checking information to process your online payment.
2. Please go to www.aciho.com.
3. Click on **Pay My Assessment Online**.
4. Select which payment option you would like to use.
5. Once you select your payment option, there will be step-by-step instructions to help assist you in processing your payment.

You may continue to mail correspondence to Association Communications, Inc., but we ask that you ***mail your assessment to the address listed above along with your coupon*** to ensure prompt and speedy processing of your payment. Additionally, please make sure to update us with your address. ***Failure to update your address may result in a late payment fine or your check being returned to your address.***

Thank you for your kind consideration of this request. Please don't hesitate to contact our office for any questions or assistance please call (888) 734-4567 or via the website www.aafin.com.

We will look forward to a long and satisfying relationship.

Alliance Association Financial Services

Feel free to contact your new bankers directly with any questions, if you wish. They are happy to help.

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President, AAFS

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Denise Sauro

Vice President,

Association Financial

Partner

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**ACI Association
Communications, Inc.**

Alliance Association Financial Services

888.734.4567 ■ www.aafin.com