

Dear Homeowner,

This is a reminder that your Association's homeowner payment processing transition to First Citizens Bank is underway.

- Homeowners currently enrolled in ACH through CiraNet do not need to take any action.
- Homeowners using coupon books should begin using the new coupon books once received and discard old coupon books.
- Homeowners using online bill pay through their personal bank will need to update their payment information using the new instructions provided. **The new payment address is:**

Payment Processing Center
c/o RealManage LLC
PO Box 98404
Phoenix, AZ 85038-0404

- During the transition period, legacy payment addresses will remain temporarily active while payment activity transitions to the new accounts.

If you have questions regarding your payment method or need assistance during the transition, please contact your community management team. Our goal is to make this transition as seamless as possible while continuing to provide reliable service and support for your community every step of the way.

Thank you,

RealManage