

PECOS VISTAS HOMEOWNERS ASSOCIATION

Managed By: THE Mariposa Group, LLC

P.O. Box 64743 • Phoenix, AZ 85082-4743

Phone: (480) 545-1745 • Fax: (480) 545-1743 • Email: info@themariposagroup.net

**** PAYMENT OPTIONS ****

THE Mariposa Group's office is NOT set up to take your HOA assessment payment. To avoid late fees please make sure your payment is directed to the Association Bank Lockbox (see address above) for processing. The bank lockbox is processed daily. **TO INSURE PROPER POSTING, WRITE YOUR LOT # ON THE CHECK.** All checks must be made payable to Pecos Vistas NOT to THE Mariposa Group.

We offer 4 payment options to make paying your HOA assessments easier and more convenient.

OPTION 1 US POSTAL MAIL



The HOA assessments are due the 1st of each month. If your assessment is not received by the 15th of each month, a late fee will be applied to your account. Coupon Books are no longer provided by the HOA. Coupon Books can be requested by sending your request along with \$10.00 to the Management Group listed below.

OPTION 2 DIRECT DEBIT/SURE PAY



Should you be interested in Direct Debit option you may call the office for an authorization form. We process the direct debits on the 1st Thursday of each month. You will receive a post card indicating you have been set up and the activation date. It is your responsibility to continue to pay your HOA assessment on time in order to avoid any late fees.

OPTION 3 BILL PAY OR BANK ONLINE SERVICE



If you choose to make your payment using your bank online service, please make your check payable to Pecos Vistas and mail to the address listed above.

NOTE: It is very important that you indicate your lot number on the check.

OPTION 4 CHECK, DEBIT OR CREDIT CARD



You may pay your monthly assessment by check, debit and credit cards by visiting www.themariposagroup.net, click "Pay Bill" and follow the instructions. Bank processing fees may apply.

PLEASE NOTE: Wrong or incomplete information provided by you will result in an error or posting your payment to the wrong account. Payments are not considered received until your payment is correctly posted to your account.

Please mail all correspondence to the Management Group's office at 3150 N. Arizona Ave., Ste 107, Chandler, AZ 85225. **Please do not mail** your correspondence to the bank lockbox where you mail your HOA payment. This is a processing center and it could take up to 2 weeks before the Management Group receives your correspondence before they can look into your request.

If you are charged a late fee and you feel it is in error, you may request a waiver to the Board of Directors explaining your situation. All requests must be in writing and either mailed or emailed to the address listed above. Only the Board of Directors has the authority to waive late fees.

Thank you for reading this important notice. Your cooperation is greatly appreciated.
THE Mariposa Group, LLC