



Managed by Association Management Solutions
248 Latitude Ln, Suite 102, Lake Wylie, SC 29710
4525 Park Road, Suite 103B, Charlotte, NC 28209
Phone: 803-831-7023 or 704-940-6100
Email: ams@amshoa.com Website: www.amshoa.com

The Association Assessments have been established. Your Association Board of Directors appreciates your prompt payment so that the operations of the Association can continue smoothly.

Assessment Payment Options:

Option One – Mail (includes online banking Bill-Pay Checks): Please mail your dues payment, made payable to your Association, as follows:

(Your Association Name) c/o
Association Management
Solutions
PO Box 1319
Commerce, GA 30529

To properly credit your account, please include your account number or payment coupon when paying via mail. If you utilize online banking services, such as On-Line bill-pay, please make sure the check is made out in the name of your Association and that the memo line of the check lists the account number as found on your coupon.

Option Two - Website: To pay on-line visit: www.amshoa.com and click on the “Account Login.” Follow registration and/or login instructions. New registration password provided within 48 hours via email from “Donotreply@cincsystems”. You will also be able to view your account balance and payment history as well as receive community-wide emails sent. Once signed into your account you will have the option of paying via E-Check or credit card. **There may be a fee for online payments charged by the bank or credit card carriers.**

To set up recurring payments if assessed monthly or quarterly only: choose the Recurring payment option, using E-check or credit card, pick the day of each month/quarter to pay (fee may be charged by carrier/bank for credit card and/or E-check payments.)

Already registered for online payments - Please take a few minutes to review any automatic/recurring payments set up previously and delete or update as needed especially if your assessments have increased.

Also, within your on-line account: **Paperless E-Statement Option** - To go paperless, all homeowners can choose the E-statement option. Please be aware that any homeowner signed up for E-statements will NO longer receive paper coupons/statements mailed. Homeowners will receive an email alert once a month using the email address registered via the form mentioned above. However, if you have an outstanding balance, paper late statements will still be sent. *Homeowners on Automatic Draft (option 2 above) are not able to be setup for E-statements because they already do not receive coupons/statements.*

If you have any questions, please call to speak with one of our dedicated Homeowner Services Representatives at 803-831-7023 or 704-940-6100 or email us at AMS@amshoa.com.

Need to manage your Association account on the go? Try our new mobile app! Scan the QR code or select from the links below to download now!

