

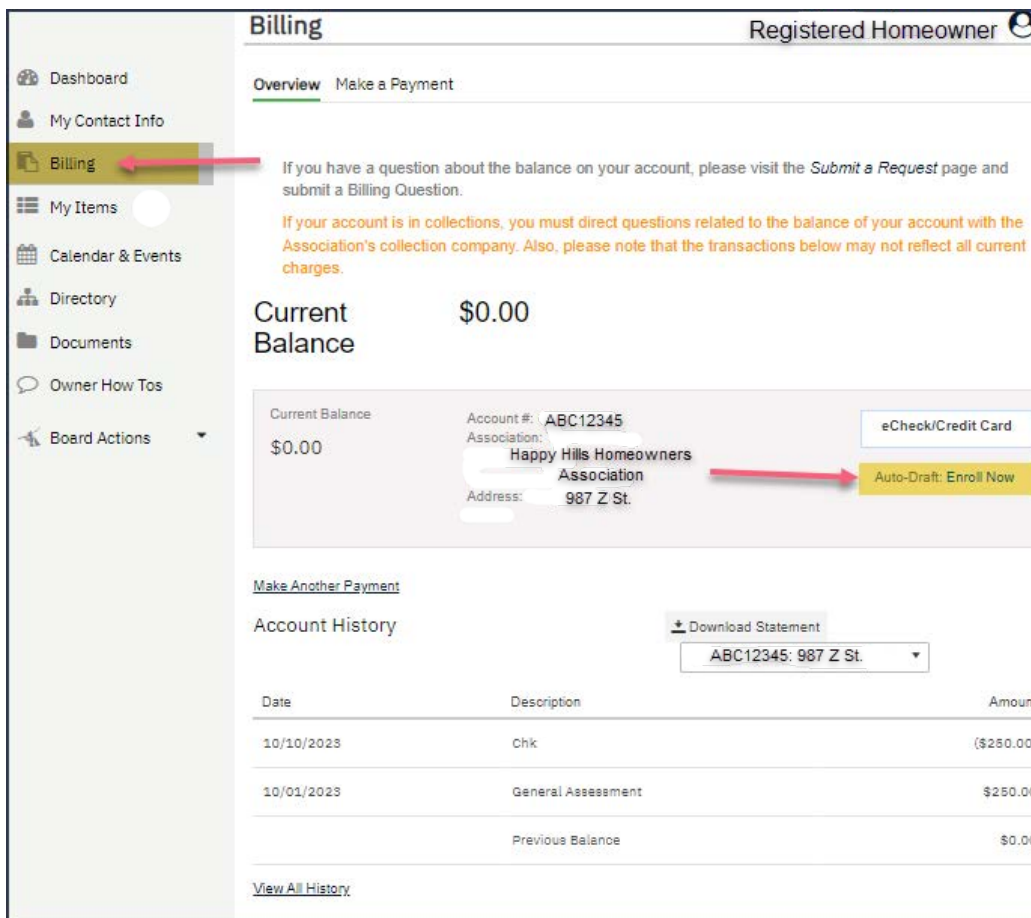
Linda Vista Homes Association

Assessment Payment Options

Automatic Payments (ACH) via Web Portal – Balance must be \$0.00 to initiate the ACH SET UP

Instructions and an overview for ACH setup is below. Assessments are drafted from your bank account around the 10th of each month or the next business banking day.

1. Log in to the web portal at <https://portal.willismg.com>
2. Select "Billing"
3. Choose Auto-Draft: Enroll Now



Billing Registered Homeowner

Overview Make a Payment

If you have a question about the balance on your account, please visit the [Submit a Request](#) page and submit a Billing Question.

If your account is in collections, you must direct questions related to the balance of your account with the Association's collection company. Also, please note that the transactions below may not reflect all current charges.

Current Balance \$0.00

Current Balance: \$0.00
Account #: ABC12345
Association: Happy Hills Homeowners Association
Address: 987 Z St.

[eCheck/Credit Card](#)
[Auto-Draft: Enroll Now](#)

[Make Another Payment](#)

Account History [Download Statement](#)

ABC12345: 987 Z St.

Date	Description	Amount
10/10/2023	Chk	(\$250.00)
10/01/2023	General Assessment	\$250.00
	Previous Balance	\$0.00

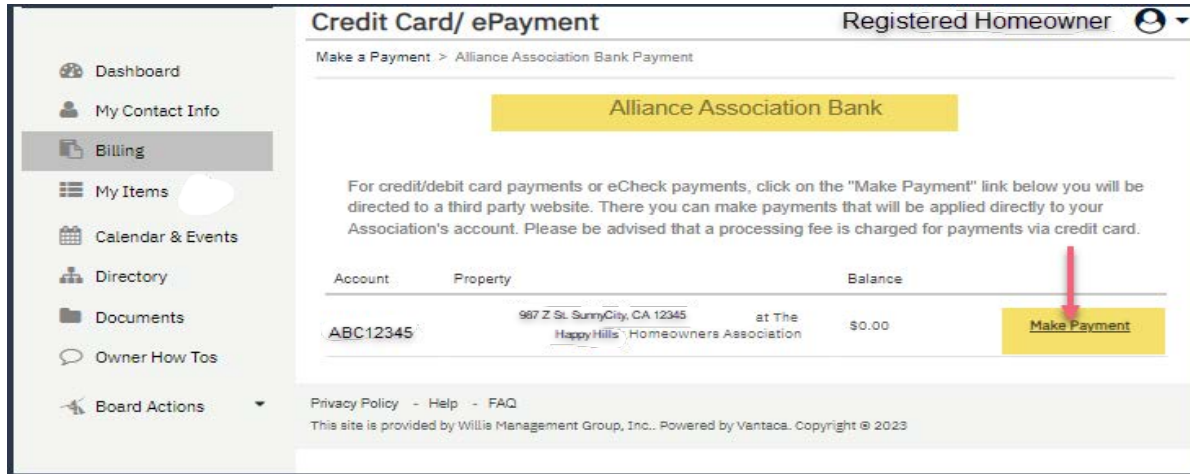
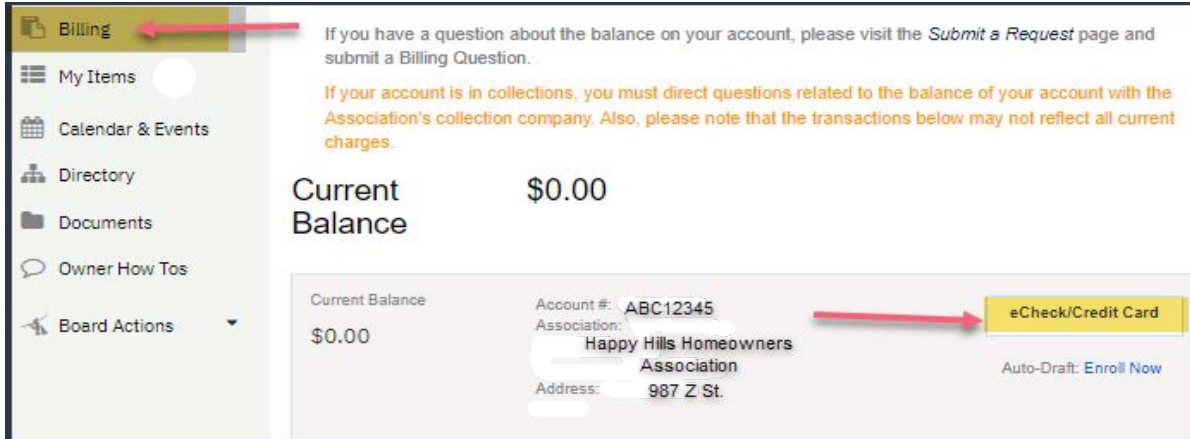
[View All History](#)

4. Enter the type of account, your bank account and routing number
5. In the "Start Date" field, select the first day of the month that recurring payments will begin (example: 9/1/2021.)
6. Select "Enroll In Auto-Draft"

Online Payments - Log in to the web portal at <https://portal.willismg.com>

To make one-time or recurring payments choose the E-Check/credit card (e-check option is free, but a processing fee applies for all other payment types). Follow the prompts to link your new homeowner account number with Alliance Association Bank to continue entering a one-time or recurring payment set up. Unlike the ACH option above, you must update the amount if your assessment changes. Contact Alliance customer service at 844-739-2331 for assistance.

Management ID: 7554 Association ID: **LDV** Unit ID/Account Number: Refer to statement/coupons



Check Payments: Check payments must be sent to the Association's bank *and include the corresponding coupon or statement bottom* with the payment. Checks should be payable to your Association and reference your property address and account number. Payments are always due on the 1st. Allow plenty of time for the payment to be received at the bank within the granted grace period. Please send only one check payment, per coupon per envelope and additional correspondence should not be included with payments. **Please do not send monthly assessment payments to our office.**

Should you have any questions, please contact us at 925-901-0225 (option 4) or accounting@willismg.com. Our office is open Monday through Friday, 9am to 4pm. When leaving a message, please include your association name and new account number.

Accounting Department
Willis Management Group, Inc.