



You may send your monthly maintenance payments, or any other payment or fees or charges, by sending it through your Zelle app or Zelle account at your bank to: office@thelakeshoa.net

Consider setting up recurring payments for the 1st of each month. Then you will never have to worry about remembering to make your monthly payment on time. **However, if your payment is late, a late fee will still be charged to your account after the 10th of each month.**

We will be sending out the monthly maintenance invoices 10 days prior to the first of each month. Those who opted out of email, will get their invoices by U.S. mail.

Not familiar with Zelle? You can send money through Zelle and the recipient will receive it within minutes. Here are the steps you can take from your mobile phone, computer or iPad to set up a Zelle account at your bank. If your bank does not offer Zelle, go to the App Store and download the app.

1. ACCESS ZELLE

Get started by enrolling your email or U.S. mobile number through your mobile banking app, or the Zelle app, or on your computer through your bank account.

2. PICK A PERSON TO PAY

Enter the preferred email address or U.S. mobile number of the recipient. You can send money to almost anyone you know and trust with a U.S. bank account. **WARNING:** Double check your recipient's phone number or email address because if you make a mistake, you probably will not be able to get your money back.

3. CHOOSE THE AMOUNT

Enter the amount to send. Your recipient gets a notification explaining how to complete the payment, simply and quickly, and you will get a confirming notification within minutes that payment was sent to your recipient.

4. RECIPIENT

- office@thelakeshoa.net
- Sender: Your address in the memo line, if available. If not available
- Your name as registered with the association