

### CIT BANK

**We've provided several methods of payment to make it easier than ever to pay your assessment!**

#### **AUTOMATIC DEBIT (ACH) / E-CHECK**

You can set-up a one-time payment or recurring payments through automatic debit by visiting [www.azcms.com](http://www.azcms.com). Select the Make a Payment link on the main navigation bar. Click on Pay by Debit (CIT Bank) under the Automatic Debit (ACH) option. Follow the instructions on the CIT Bank website to enroll. If you experience difficulty setting up your payment, please contact CIT Bank Customer Support at 1 (866) 800-4656 (AZCMS does NOT have access to this information). **PLEASE NOTE: There is a service fee for this payment option.**

#### **CREDIT CARD PAYMENT**

To make a payment online by credit card, visit [www.azcms.com](http://www.azcms.com). Select the Make a Payment link on the main navigation bar. Click on Pay by Credit (CIT Bank) under the Credit Card Payment option. If prompted, enter login information or create a new account (first time users). If for some reason your username or password is not working, please contact CIT Bank Customer Support at 1 (866) 800-4656 (AZCMS does NOT have access to this information). Please be aware, there is a service charge for credit card transactions. **PLEASE NOTE: There is a service fee for this payment option.**

#### **ONLINE BILL PAY (THROUGH YOUR BANKING INSTITUTION)**

You can set-up a one-time payment or recurring payments through your bank's online bill pay system. All payments need to be made payable to your association and include your account number, homeowner name, lot number and/or property address. If there is a change in your assessment amount, you will need to contact your bank to change the amount being deducted. Please note, when making a payment, some banking institutions can take 2-5 business days to process the payment. To set this up, you will need to enter the 'Payee' and 'Payee Address' in the online bill pay section of your banking institution's site. Please see the information below:

Payee Name: [Association Name]  
Payee Address: PO BOX 98167  
Phoenix, AZ 85038-0167

#### **PAYMENT BY CHECK**

Please make all checks payable to the Association. **Your check MUST include the account number for your property. Your account number can be found on your assessment statement or coupon book. If you need your account number, please email [Support@azcms.com](mailto:Support@azcms.com) or call (480) 355-1190.**

**Mail to:**  
CIT Bank  
[Association Name]  
PO BOX 98167  
Phoenix, AZ 85038-0167

#### **CASH**

Cash payments are not accepted.

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When submitting a payment, please remember that all checks are made payable to the Association and should include homeowner name, property address, lot number and/or account number. If a payment is not addressed correctly, there could be a delay in the posting of your payment.