

GM Management, Inc.
Homeowners' Association Management

December 1, 2019

Attention Big Sky HOA Homeowners:

GM Management is pleased to announce that beginning **January 1, 2020**, we will begin offering the valuable services of Union Bank Homeowner Association Services; one of the industry's leading providers of banking and payment processing solutions for homeowners and associations.

Effective January 1, 2020, you will send HOA dues to Union Bank at the following address:

**Big Sky HOA
PO Box 51408
Los Angeles, CA 90051-5708**

Union Bank is a strong and stable full-service bank. Their proprietary HOA Services technology platform offers you a choice of convenient options to pay dues and assessments online, including:

- eCheck
- Credit Card*
- Automatic Debit (ACH)

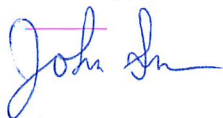
You have the option to pay your dues by sending the check and statement/payment stub. However, paying electronically gives you some advantages we think you'll appreciate:

- Free and easy to use (eCheck & ACH)
- Saves time, it only takes a minute
- No envelopes, stamps, or checks
- Secure – no threat of theft from mailboxes

Any homeowners currently enrolled in ACH do not need to re-enroll. However, if you pay online through your bank (bill pay), you must update the address.

(See the reverse side for information on all payment options.)

Sincerely,



John Snee,
For Big Sky HOA
Board of Directors

* A \$14.95 fee will be assessed for each card payment. The maximum payment amount for each card transaction is \$5,000. Additional fees may be applied by the credit/debit card issuer. Payments made Monday through Friday (excluding federal holidays) after 8 p.m. ET/5 p.m. PT and between Friday 8 p.m. ET/5 p.m. PT and Monday 8 a.m. ET/5 a.m. PT will be processed the next business day. Recurring card payments are not available.

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Union Bank Homeowner Association Services
HOA Services Technology Platform Payment Options

eCheck Online Payment

How it works:

Set up a one-time or recurring payment using eCheck.

What to do:

1. Login to **www.HOAbankservices.com**
2. Select **Online Payments**
3. Choose the "**Login**" option and login. If you are a new user, you will need to register by clicking "**Create an Account**".
4. Select your association and follow the instructions on the screen

Credit Card* Online Payment

How it works:

Set up a one-time payment using Visa[®], MasterCard[®], American Express[®] or Discover[®].

What to do:

1. Log in to **www.HOAbankservices.com** Select **Online Payments**
2. Choose the "**Make a One-Time Payment**" option or register by clicking "**Create an Account**".
3. Select your association and follow the instructions on the screen

Recurring Automatic Draft /ACH

How it works:

Your assessment is automatically deducted from your account when due.

What to do:

1. Log in to **www.gmmanagement.com** or contact GM Management at 805-526-0303 to obtain an ACH Authorization Form.
2. Then send your completed form with a voided check to GM Management.

Mail Check and Payment Coupon/Lockbox

How it works:

Mail a check and payment coupon 5 to 7 business days before your assessment due date.

What to do:

1. Write a check payable to your homeowners association, as it is written on the coupon,
2. Mail the check and payment coupon to the address listed on the coupon.
Important: Write your homeowner account number on your check as it appears on the coupon.

Your Bank's Online Bill Pay

How it works:

Set up your community association as a payee on your bank's online pay system.

What to do:

1. Please complete your bill pay setup exactly as follows:
 - **Big Sky HOA**
 - PO Box 51408
 - Los Angeles, CA 90051-5708

Important: Reference your homeowner account number as it appears on the statement.

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