

Dear Homeowner,

Townhome Owner's Assessments for your Community are due monthly. Your monthly Assessments are due on the 1st and no later than the 10th of every month.

Single Family Homeowners' assessments are due annually on January 1st and no later than January 31st.

Please check your coupons for your balance due. Coupons are mailed at the end of every year for the following year. For your convenience we have provided the mailing address and online payment instructions below.

Mailing payments: Please be sure to include your account number on your check/money order.

Villages of Prairie Commons HOA, Inc.

C/O Essex Association Management

P.O. Box 52330

Phoenix, AZ 85072

To pay online please go to <https://propertypay.firstcitizens.com/>. If you have not already done so, you will need to register to make recurring online payments. You may pay by E-Check or Credit Card. One-time payments are also available for both payment types, and registration is not required. **When making a payment online you will need to enter Management Company ID #3136, Association ID #710, and your 7-digit account number.** Please keep this information handy for future payments as well.

You can also pay online at <https://payments.atgpay.com>. If you have not already done so, you will need to register to make recurring online payments. **When making a payment online you will need your 7-digit account number.**

If you need to make a payment by phone, please call PayLease/Zego at 866-729-5327 or you may visit www.gozego.com.

Additional convenience fees apply for all payment options.

If you have already submitted your payment for the assessment, please disregard this notice. Should you have any questions, please do not hesitate to contact us at billing@essexhoa.com or you may submit a web submission using the contact us tab www.villagesofprairiecommonshoa.com.

For the fastest response time please use the web submission process.

Sincerely,

Board of Directors,

Villages of Prairie Commons HOA, Inc.

By Essex Association Management, L.P., Managing Agent