



Williamsburg Townhome Association
Fee Payment Options

In an effort to give homeowners payment options for your association's monthly fees, Taylor Management Company offers the following choices:

1. Send a check, either a hard copy by mail or via on-line bill pay from your bank.
2. Make an online payment using E-Check
3. Make a credit card payment

Option 1: Send a check

Send your check made payable to: Williamsburg Townhome Association and place your account number in the memo field. Your account number is on the coupon book or statements you receive. **The address for this payment is:**

**Williamsburg Townhome Association
P.O. Box 879, Newark, NJ 07101**

- Please do not abbreviate the name of the community on your payment.
- If you pay your association fees via online bill pay, please be certain that your banking profile includes the above mailing address *and* your new account number.
- Payments only are processed at the PO Box listed above. It is a lock box and it accepts no correspondence, notes, dryer forms, pool badge requests, etc.
- Please do not overnight, priority or fed-ex any payment to the PO Box
- Payments mailed to Taylor Management's corporate office will be returned to you.
- Checks payable to Taylor Management Company will be returned to you. Payment must be made to the Association.

Option 2: Pay by E-Check (no fee)

Follow these steps to make an online E-Check payment through Alliance Association Bank:

1. Go to www.taylorlmgmt.com
2. Select Online Payment
3. Select the E-Check option
4. You may create an account to set up recurring E-check payments or make a one-time E-check payment. Make your selection and follow the instructions.
5. Please note that the Management Company ID is 7100 and the Association ID is 033. Your Homeowner ID (Account #) can be found on your statement or coupon.

If you need technical assistance with E-check, please call **Alliance Association Bank at 888-734-4567.**

Option 3: Pay by Credit Card

Payment to your association can be made through Taylor Management Company's website at www.taylorlmgmt.com using Visa, MasterCard, Discover or American Express. All credit card payments are charged a convenience fee by the service provider, not Taylor Management Company.

Follow these steps for an online credit card payment:

1. Go to www.taylorlmgmt.com
2. Select Online Payment
3. Select the Credit Card option
4. Select One Time Credit Card Payment
5. Please note that the Management Company ID is 7100 and the Association ID is 033. Your Homeowner ID (Account #) can be found on your statement or coupon.

If you need assistance with a credit card payment, please call **Alliance Association Bank at 888-734-4567.**

