

## *Making a One-Time Payment*

*Effective December 2020*

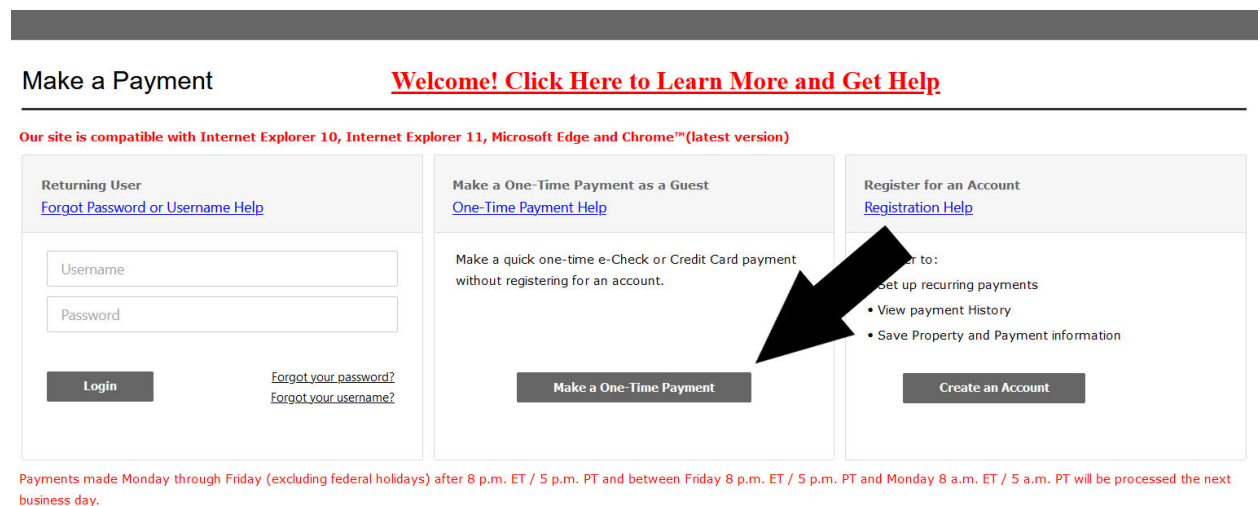
Union Bank, the bank that the HOA uses for its operating and reserve accounts, recently updated its system. All owners were given new account numbers effective December 2020, which you should be able to find on your statements that are mailed out to all owners. These new account numbers are 8 digits in length and usually start with “00”. If you cannot locate your account number for whatever reason, please email [accounting@commoninterest.com](mailto:accounting@commoninterest.com) for assistance.

To make a one-time payment online using your checking account or debit/credit card, first visit the following website: [www.hoabankservices.com](http://www.hoabankservices.com).

On the left side of the page, you will see a red button that says “Make Payment”. Click that link:



You will then be taken to the “Make a Payment” page. Here, select the “Make a One-Time Payment” option in the center of the three columns. **You do not need to create an account to make a one-time payment.**



# COWELL HOMEOWNERS ASSOCIATION, INC.

4498 Lawson Ct • 925-687-9961 • businessoffice@walnutcountry.com • www.walnutcountry.com

In the text box where it says Homeowner Association Name, type “Cowell” and then select the Find button.

## Make a One-Time Payment

[Sign-in or Register](#)

Property | Payment | Authorize | Confirm

### Find Your Property

\* Indicates required fields.  
Type Partial Association Name then click Find. Click [here](#) for an example

Homeowner Association Name \*

Continue by entering your HomeOwnerID/Account/Unit number. This number identifies the property you are paying for and can be located on your coupon or statement **which is assigned by your Management Company**. Refer to the sample coupon, to the right, or contact your Management Company if you are unable to locate.

Number	Account Number	Date Due	Amount Due
0	1525545	JUN 1, 20XX	620.00
Homeowner Name	After This Date	Pay This Amount	
ABC Association	JUN 10, 20XX	630.00	

Please Make Check Payable to your Association

Amount Paid	Check #
\$	

0213 00000ABC 0000000001525545 5 000002000 000003000 3

[View larger](#)

Homeowner ID,Account or Unit Number \*   
(Assigned by Management Company)

A new box will pop up displaying the full legal name of the Association. Click the text that says “COWELL HOMEOWNERS ASSOCIATION, INC. (Concord, CA)”.

\* Indicates required fields.  
Type Partial Association Name then click Find. Click [here](#) for an example

Homeowner Association Name \*

Continue by entering your HomeOwnerID/Account/Unit number. This number identifies the property you are paying for and can be located on your coupon or statement **which is assigned by your Management Company**. Refer to the sample coupon, to the right, or contact your Management Company if you are unable to locate.

**Please select your association**

COWELL HOMEOWNERS ASSOCIATION, INC (Concord, CA)

Homeowner ID,Account or Unit Number \*   
(Assigned by Management Company)

# COWELL HOMEOWNERS ASSOCIATION, INC.

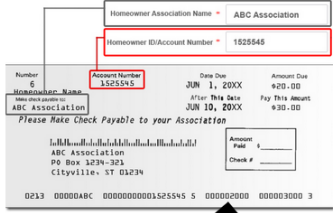
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Then you will need to enter your new account number. This is an 8 digit number and should start with “00”. You can find this number on a recent copy of your monthly statement sent from Common Interest. If you cannot find it, please email [accounting@commoninterest.com](mailto:accounting@commoninterest.com) and provide your property address so that they can look it up. Click Continue once you’ve entered your account number.

Homeowner Association Name \* COWELL HOMEOWNERS ASSOCIATION, INC (Concord, CA)

Continue by entering your HomeOwnerID/Account/Unit number. This number identifies the property you are paying for and can be located on your coupon or statement **which is assigned by your Management Company.** Refer to the sample coupon, to the right, or contact your Management Company if you are unable to locate.

Homeowner ID, Account or Unit Number \* 00  
(Assigned by Management Company)



The next page will ask you to confirm the Association name and your account number. If the information is accurate, click “Yes, Continue to Make a Payment”.

Is this your property below?

Homeowners Association	Management Company	HOA ID	Property Location
COWELL HOMEOWNERS ASSOCIATION, INC	COMMON INTEREST MANAGEMENT SERVICES		Concord, CA

And finally, you will need to type in the dollar amount you are wanting to pay and then selecting the payment method:

HOA Payment

Payment Amount \* \$0.00

Please click your appropriate payment type below: \*

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.