



# Laguna Woods Village®

## EZPAY-AUTOMATIC ASSESSMENT PAYMENT PROGRAM

Owners/Residents:

The Golden Rain Foundation and your housing mutual offer you the opportunity to make your monthly homeowner's assessment payments automatically through the auto-debit **EZ PAY** program. This can be accomplished by providing your written authorization to transfer funds from your checking or savings account on the **sixth** of each month.

Your payments will be made without fail and with no chance of incurring a late charge resulting from a delay in the mail service. On vacation... out of the area? No problem with **EZ PAY**. If you would like to have your payments made automatically, please do the following:

1. Complete the **EZ PAY** authorization form below, sign and date it.
2. Attached to the form a blank check for the account from which your payments will be made. **Mark this check "Void"**, as it will not be returned to you. If funds will be taken from a savings account. take the form to your bank and ask them to complete the bottom portion of this authorization form and check the box that indicates savings account.
3. Return the form and the voided check to the Manor Payment Representative at the following address:  
**Laguna Woods Village**  
**Attn: EZ Pay**  
**P.O. Box 2220**  
**Laguna Hills, CA 92654-2220**

**IMPORTANT:** Reference on the EZ Pay authorization form the month in which you would like this program to begin. Remember to continue to make your monthly assessment payment by check until then. We will need to receive your EZ Pay authorization form and voided check by the 25<sup>th</sup> of the month that precedes your start date.

You may cancel your authorization at any time by sending a written cancellation notice to this office, at least 10 days prior to the payment date. **If you have any questions about this payment system, please call our office at (949) 597-4217 or email [ezpay@vmsinc.org](mailto:ezpay@vmsinc.org).**

Sincerely,

Kendra Osborn  
Accounting Supervisor  
Financial Services Department