



PAYING YOUR ASSESSMENTS

HOA assessments are charged in quarterly installments on the following dates each year: January 1, April 1, July 1, and October 1. Your account information and balance can be viewed anytime by logging into the [homeowner portal](#).

There are (3) ways to pay your assessments:

Option #1: Pay Cardinal Management Automatic Withdrawal (RECOMMENDED)

- [Visit the Cardinal Management Website](#)
- See section titled "Automatic Withdrawal"
- Please allow up to (15) days for setup

Option #2: Online with Property Pay

- [Visit Property Pay](#)
- Management Company ID: 7101
- Association ID: BT
- You will need your account number to pay online. If you do not have your account number, please contact the General Manager.
- Processing fee included*

Option #3: Mail a Check

- Please mail within 7-10 days of the payment due date to allow time for receiving and processing.
- Checks should be made out to Fox Point HOA
- **Include your Fox Point assessment account number in the check memo line.** Please note that if your account number is not included with your payment, it cannot be applied.
- Mail to the address below:

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