



Choice Professional Management LLC

*The Best Choice For Exceptional Service
At Affordable Prices!*

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Dear Homeowner:

An important announcement: We can now receive your monthly common charges via credit card payment. **We accept Visa, Master Card, Discover & American Express.** We have worked several hours with various banks in order to be able to properly process your payment, and ensure you will receive credit on your account. The monthly payment will be charged to your credit card upon the completion & submittal of the form below.

The information you provide will be held in strict confidence. By supplying us the information below, and signing in the appropriate section, you are authorizing our office to charge your credit card for the **common charge payment plus a 5% surcharge.** Please realize that this is a onetime transaction unless you direct our office otherwise. If you happen to forget to mail in your payment, you can now pay with the click of a button to avoid any potential late fees.

It is our hopes to provide the most up to date services to our owners. We hope this service will be a convenient way for you to make your common charge payment.

Very Truly Yours,

The staff at Choice Professional Management

I authorize Choice Professional Management, as an agent for my community, to charge my credit card account for payment of this month's common charges only **plus a 5% surcharge.** **Card types are: Visa, Master Card, Discover & American Express.**

Card type _____ Credit Card # _____

Expiration Date _____ Security code _____ (3 or 4 digit code)

Owner signature _____ Date _____