



*Unparalleled Property Services*

Please mail your check payments to the below lockbox address:

**Avatar Properties, Inc- Solivita Club  
C/O Alliance Association Bank  
PO Box 621073  
Orlando, FL 32862-1073**

Please note that late fees will NOT be applied for your August 1st club fees.

**METHODS OF PAYMENT OFFERED BY CASTLE GROUP:**

Castle has a variety of options for you to make your monthly maintenance payment as shown below.

**Option 1: Automatic Withdrawal (AutoPay) - HIGHLY RECOMMENDED**

Enrolling in AutoPay eliminates the hassle of writing a check for each payment, avoids mailing fees, guarantees that your payment will be received on a timely basis and is a wonderful way to participate in our CastleGreen initiative. If you are interested in joining AutoPay, type the following link into your browser: [www.castlegroup.com](http://www.castlegroup.com), click Resident Center located in the upper left-hand corner, then select Manage Autopay. You will be prompted to enter your six-digit Account Number and Last Name as listed on your coupons. There is no charge to utilize AutoPay.

**Please note that Autopay enrollment will be available as of Friday, August 4th.**

Option 2: Mail Check with Coupon- It is recommended that payments are mailed at least 10 business days prior to the payment due date to avoid late fees.

If you prefer to mail your payment, please make your check payable to the Association and mail your check together with the coupon to the provided lockbox address.

Coupons for your community are in process and will be delivered to your mailboxes shortly.

Option 3: Utilize Bill Pay Service Through Your Bank - Please note that these payments are typically sent without a coupon which may result in posting delays.

If you currently use a Bill Pay service through your bank, please complete the following:

1. Update your recurring payment amount shown on your coupon.
2. Update the mailing address for your payment to the provided lockbox address.
3. Confirm the account number in the memo section of the payment set-up matches the account number shown on your coupons to avoid any delay in the posting of your payments.

It is recommended that your payments are initiated at least 10 business days prior to the due date listed on your coupons to avoid any late fees.

**Contact Us:**

If you have any questions, or require clarification, please do not hesitate to contact our Resident Services Team at 1-800-337-5850 or email [residentservices@castlegroup.com](mailto:residentservices@castlegroup.com)