



Community Association

October 31, 2023

Dear Craig Ranch Community Association Members,

The Board of Directors for Craig Ranch Community Association, Inc. (CRCA) recently completed the 2024 budget review process for the Master Association. After a thorough analysis of anticipated revenue and expenses for the upcoming year, it was determined that assessments will remain at \$445 annually and are due on January 1, 2024.

The Board of Directors has a fiduciary responsibility to care for and protect the community investments. Part of the responsibility is to ensure that the landscaping, common areas, and community standards are maintained to the highest level for which Craig Ranch is known. The Board is confident that these standards can be maintained without raising assessments in 2024.

A summary of the 2024 Craig Ranch Master Budget is posted on CRCA's website <https://www.craigranchliving.com> and CMA's website <https://cma.cincwebaxis.com/>.

Please find attached a list of payment options. In addition to mailing your assessment payment, you may also pay online at <https://cma.cincwebaxis.com/>.

If you have any questions regarding your account or CRCA, please do not hesitate to contact CMA Management Customer Care at customercare@cmamanagement.com or 972-943-2828.

Thank you for your support and cooperation,

Craig Ranch Community Association, Inc.
Board of Directors



7850 Collin McKinney Parkway Suite 103 #972-548-9191
craigranchcommunityassociation@cmamanagement.com

Payment Methods

CMA Has Five Convenient Ways to Pay Assessments

Whether online, by check, or in person, avoid penalties by always paying your balance by the due date.

Here's how:

1. E-Checking - A third party payment processor (not the association or CMA) applies a fee to online e-check payments. The current fee is \$1.99 per payment.

The diagram shows a check with the following fields and labels:

- Bank Name and Address:** Points to the top left of the check.
- My Name:** Located at the top left of the check.
- My Address:** Located below the name.
- My City, State, & Zip:** Located at the bottom left of the check.
- 101:** Located at the top right of the check.
- 50-9999/9999 1:** Located at the top right of the check, below the name.
- 20:** Located in the center of the check, representing the amount.
- Pay to the order of:** Located in the center of the check.
- _____ Dollars:** Located at the bottom center of the check.
- The Bank Name:** Located at the bottom left of the check.
- Bank Address:** Located below the bank name.
- Routing Number:** 123456789, located at the bottom left of the check.
- Account Number:** 12 34567890, located at the bottom center of the check.
- 101:** Located at the bottom right of the check.

- One-time E-Check payments:
 - On "One-Time Assessment Payment" screen choose "Electronic Check" option
 - Enter routing number, account number, payment amount
 - Payment may pull as early as same day
 - Recurring e-check Payments:
 - On "Recurring Assessment Payments" screen choose "New Recurring eCheck"
 - Enter routing number, account number, payment amount
 - Select recurring frequency
 - Fill in payment dates - must be future dates, not "today's date"
2. Pay by ACH
 - **No Fee** and no end date is needed
 - This is an indefinite setup of paying your regularly scheduled assessments
3. Pay by MasterCard, American Express, Visa, and Discover Credit Card Online
 - A third party credit card processor (not the association or CMA) applies a fee to online credit card payments. The current fee is 3.25% of the payment amount.
4. Pay by Mail with a Check
 - Allow 7 - 10 days for processing
 - **No Fee Charged.** You may mail your check to:

Payment Processing Center

ATTN: Your "Association Name"

OR

CRCA

P.O. Box 293330

7850 Collin McKinney Parkway, Suite 103

Lewisville, TX 75029-3330

McKinney, TX 75070

5. Pay in Person with a Check

- You may pay in person at:

1800 Preston Park Blvd., Suite 200

OR

7850 Collin McKinney Parkway, Suite 103

Plano, TX 75093

McKinney, TX 75070

Office Hours: 9:00 AM - 5:00 PM Monday-Friday

Please Note: We are unable to accept cash for payment of assessments at any of our locations

If you have any questions regarding assessment payments, please call Customer Care at 972-943-2828 or email customercare@cmamanagement.com

Automatic BillPay From Your Bank - PLEASE READ CAREFULLY

- Please Note: Although you may enter your payment information electronically into your bank's bill pay system, some banks will actually print a check and mail it, although they may immediately charge your bank account. Thus, please allow sufficient time for your bank to process and mail your payment. Please check with your financial institution if you have questions about how their "bill pay" feature works.
- If your assessment amount has changed in amount or frequency, please update your banking set up.
- If your financial institution is unable to include the scan coupon, please be sure your account number is referenced.