



PINE TREE RANCH WEST HOA

How to Set Up Your Account and Make Payments

There are two systems to be aware of: 1) Our portal and 2) the HOA bank.

Our portal (PayHOA) holds your individual account information and is also how you can submit work orders. It's where we can send broadcast emails to all homeowners with updates, and it's how we send out monthly assessment invoices. Registering here is an important first step as it is where you'll find your **unit ID [AKA: account number]**. You can also make payments within this portal, but the software imposes fees that we cannot remove.

The HOA Bank (Alliance Association Bank) is where your HOA accounts are held. It's also where you can make payments directly, **in some cases without fees**.

Getting registered in these two systems is simple—just follow these three easy steps.

1. Step ONE:

- a. Log into our portal (PayHOA) and set up your account – note your account number! Additionally, you can simply mail your payment via check or money order to PO Box 94046, Las Vegas, NV 89193-4046 – please ensure that your address/name are on the checks/money orders. There are no fees to process your payment this way.

[Alternative: you can just register here and make payments within this system, but there are fees]

<https://app.payhoa.com/sign-up/46333-pine-tree-ranch-west>

Step TWO:

- b. Log into the Alliance Bank portal – this is connected to the HOA's bank account – and set up your individual account – **you'll need your unit ID/account number to make payments this way.**

<http://pay.allianceassociationbank.com/home?cmcid=7126A51B>

2. Step THREE:

- a. Choose how you'd like to make your assessment payments! Below are your options.

Payment Options

Method	Fee	Instructions
Mail a Check	FREE	Mail to: PO Box 93474 Las Vegas, NV 89193-3474 Include your Property Account Number and/or address.
Online e-Check (ACH)	FREE	Pay online using your bank account.
Debit Card	Convenience fee	Fee charged by payment processor.
Credit Card	Convenience fee	Fee charged by payment processor.

We look forward to working with you!

Building Happy Communities

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