If You’re Currently on Auto Pay

The enclosed coupon book is for informational purposes only. The quarterly fee will automatically be included in your debit. If you are set up for a “fixed” debit amount, please update to the new monthly amount. If you’d like to enroll in Auto Pay, please register through www.ClickPay.com/Barkan and follow the instructions below.

Online and Paper Check Payments: IMPORTANT ADDRESS UPDATE

If you pay your monthly assessments via paper check, money order or ‘on-line’ check, please direct your payments (along with your coupon) to the NEW address below. The new P.O. Box will improve the timeliness in which the payments are being received. If you use your bank’s Online Bill Pay system, it is important to update the remittance address in your bank’s on-line payment system to the address below:

“Island Creek Community Assoc.”

c/o Barkan Management Co

P.O. Box 360

Emerson, NJ 07630-0360

NOTE: Checks are still payable to the property (as listed on the coupon). Also, please be sure that you’ve written your 16-digit account number in the memo/notes section of your paper or ‘on-line’ check.

Payments via e-Check or Credit Card:

To make an online e-Check payment either ‘one-time’ or as an ‘automatic payment’ via ClickPay, please set up an account with ClickPay as listed below. There is no added fee for this service. You can also make a credit/debit card payment, but there is a fee for these two services. To create your ClickPay account, please follow the steps below:

1. Click Register and then create your online account with ClickPay
2. Add Your Home using the account number found on your coupon book
3. Add your Payment Option (e-Check for FREE or Credit/Debit Card for a fee)
4. Set up Automatic Payments or click Pay Now to make one-time payments
5. If setting up for automatic quarterly payments, please ensure the payment dates in January, April, July and October are scheduled to be paid by the 30th of the month

In you need help setting up your ClickPay account, please contact them online at www.clickpay.com/help, by email at support@clickpay.com or by phone at 1.800.533.7901 (option 1).

Thank you for your attention to this notice. If you have any questions, please contact your Barkan Management AR Specialist at 617.482.5500.