



CRUMMACK HUSEBY

## Walk-In Service - Suspended until further notice

To Our Valued Clients:

With the recommendations from the CDC regarding COVID-19 Coronavirus, we are limiting the exposure of person-to-person contact for the health and well-being of our clients and employees. We are suspending any Walk-In service.

Crummack Huseby is still operating during regular business hours, Monday through Friday, from 9 am to 5 pm. However, we will not be conducting in-person business.

### HOMEOWNER PAYMENTS:

We are *no longer* accepting dropped off payments at the office. Please do not slide payment under the door. Thank you.

There are three (3) ways you can make your payments:

1. Mail your payment to the bank lockbox:  
Crummack Huseby Property Management  
P.O. Box 512507  
Los Angeles, CA 90051-0507
2. Paylease (3<sup>rd</sup> party company ~ transition fee applies)
  - a. Caliber: Select the "Pay Now" button to be directed to PayLease
  - b. Call Paylease ~ (866) 729-5327, press Option#1
3. Set up ACH with Crummack Huseby through Caliber (no charge/fees)  
Select ACH/ETF button and fill out the appropriate information.

If you have any questions regarding your HOA Bill, please contact Billing Department at (949) 367-9430, ext 4. or email [billing@ch-pm.com](mailto:billing@ch-pm.com).

For all other inquires or questions, please contact our office at (949) 367-9430 and make your selection or dial "0" for the receptionist.

### DELIVERIES:

Please leave package at the door, and if the delivery requires a signature, please call (949) 367-9430, "0".

To our Service Providers, if you have a scheduled appointment, please contact the receptionist at (949) 367-9430, "0".

**Insightful. In person. Invaluable.**



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**If you do not have an appointment, we appreciate your business and support. At this time, we are suspending all office visits and person-to-person contact.**

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