



## New “Members Only” Section Ready For Use On Community Website

The Board of Directors and South Coast Property Management are pleased to announce a new “MEMBERS ONLY” section of the community website located at [www.altavistasouth.org](http://www.altavistasouth.org)

The new “Members Only” section will allow homeowner to access association documents, submit service requests on line and then track the status of those requests; change your contact information; check calendar and event information; register for online statements and pay your monthly assessments on-line.

To access the new “Members Only” section of the website follow these instructions:

1. Go to [www.altavistasouth.org](http://www.altavistasouth.org) and click on the “Members Only” button.
2. Under the Sign-In menu bar, select Register.
3. Fill in the required information and click the register button.
4. If you have provided South Coast with your email address, you

will be asked to verify the address we have for you. If you have not, you will then be requested to provide your email address.

5. Submit your email address and your user name and password will be emailed to you. Use that user name and password to then log into the “Members Only” section of the website.

After you have registered, you can if you desire



change your password setting.

If you need assistance, call Gricelda Ayala at South Coast Property Management at 714-444-2602.

## Go Green! Here’s What You Can Now Do Online

**ELECTRONIC BILLING STATEMENT:** You can now get your monthly billing statement via email. Register for the new “Members Only” section of your community website and when you’ve done that select the “Receive Electronic Billing Statement” option from the Resident Services Menu, complete and submit the required information and you’ll receive your monthly billing statement via email.

**ONLINE PAYMENT IS HERE:** You can now pay your monthly assessment online rather than writing a check. Register for the new “Members Only” section of your community website and when you’ve done that, select the Pay Online option from the Resident Services Menu. You’ll need to register some information one-time to use this service, but you can then make your payment each month electronically!

**“E-NEWSLETTER:** South Coast now sends the Association newsletter online. Make sure we have your email address so you can receive the newsletter and other important association communications on-line.

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Alta Vista South Homeowners Association

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