



A Division of
First Citizens Bank



One-Time Assessment Payments with C-PropertyPay

Making a one-time payment is easier with our online payment option, C-PropertyPay.

Payment options include check, Visa®, Mastercard®, Discover® and American Express®.

Make a payment

- Go to <https://propertypay.cit.com>
- Select the Pay Assessments button
- Review and agree to the Terms & Conditions by selecting Yes

Property details

- Enter the required property information
- Select either Pay by eCheck or Pay by Card

Payment details

- Enter your payment information
- Select the I Agree checkbox in the payment summary
- Select the Next button to continue

Verify payment

- Review your payment details
 - If you need to make a change, select edit to return to payment details or the property section
 - Select cancel to delete all the information and start over
- If all the information is correct, select the Submit Payment button

Next, you will see the Payment Confirmation, which includes:

- Payment confirmation number
- Email address where the payment confirmation will be sent
- Option to print or cancel the payment, if needed

Payment tips

- Select the help icon for more information on what is required for each field
- The payment summary lists the payment amount, convenience fees, if any, and a total amount paid

Payments submitted prior to 8:00 p.m. CT Monday through Friday, excluding holidays, are processed the same day. Our customer service team is available to assist users with navigating C-PropertyPay at **866.800.4656** or servicec-propertypay@cit.com

Learn more at cit.com/CAB

