

Chesapeake Bay Management, Inc. is committed to providing the highest level of service to our association clients. We have a professional relationship with **SmartStreet**, the community association division of RBC Centura, which allows us to offer the following services to our clients as part of our continuing pursuit of customer service excellence.

The following additional options are available to you to make your assessment payment:

1. **ONLINE PAYMENT Service by Check or Credit Card**

You may pay:

- a. By “**E-Check**” (which is a self initiated one time debit from your checking account) at no cost to you
- b. By **MasterCard, Visa, American Express or Discover**.
A convenience fee will be added by the bank.

Begin by going to www.smartstreet.com

Select Pay Assessments (upper left-hand corner of screen)

1. Choose E-Check or Credit Card
2. Register for a login; type “Dockside” and click the Find Button
3. Select “Dockside Condominium Association, Newport News”
 - *Note that the “Newport News” designation is there because the management office is located in Newport News.*
4. Follow the instruction on the screen

2. **ACH (Recurring Automatic Debit)**

- Your assessment can be automatically debited from your Checking account each month that an assessment is due
- If you wish to use this service please send the attached Authorization form and a cancelled check to Chesapeake Bay Management; or, sign up on line at www.smartstreet.com and follow the instructions once you’ve selected “Pay Assessments” and registered for a login. Be sure to choose “Dockside Condominium Association”

If you have any questions regarding these payment options please, contact our office at 534-7751.