



# Go Mobile!

## Sign Up For Our Resident Portal Stay Connected & Save Time



- ✓ Pay rent anytime, anywhere, online
- ✓ Schedule recurring payments
- ✓ Submit a service request
- ✓ Review service request status and history
- ✓ Reserve the community clubhouse and other amenities
- ✓ Find out what's going on in your community
- ✓ Renew your lease\*

Resident Portal provides you with convenient 24/7 access to the latest community news, updates and self-service options.

Log in anytime, anywhere from your computer or mobile device to pay rent, submit a service request, view your account status and more. No more making appointments or waiting for the office to open.

Plus, the portal is completely secure, so you can be confident all transactions, including payments are safe.

**What are you waiting for? Sign Up Today!**

See next page for detailed instructions.

**If you have questions about signing up or using the portal, please contact us at:**

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

\*May not be available at all properties.



## How to sign up and start using the resident portal:

**Step 1** – Visit our website at: Website Address

**Step 2** – Click on Resident Services/Resident Login

**Step 3** – Click on the Register Now link

A screenshot of the Villa Verano resident portal login page. The page has a white background with a blue header. The header contains the text "Villa Verano" in blue. Below the header is a horizontal line. The main content area has a blue heading "Welcome to Villa Verano". Below this heading is a paragraph of text: "Start living today. Register here or through the leasing office to gain access to resident portal, Begin enjoying amenities and services the e-way anytime – whether it's paying rent, requesting service or more." Below this paragraph is another paragraph: "Just enter your user name and password to sign-in." There are two input fields: "User Name:" and "Password:". Below the input fields is a green "Sign-in" button. At the bottom of the page, there is a footer with the text: "New Resident? [Register Now](#) | Forgot Password? [Click Here](#)."

**Step 4** – Create a username and password and enter your information, including first name, last name, unit number, building number, and email address

**Step 5** – Start using the resident portal