PORTAL LOGIN INFORMATION

1. Open your internet browser and go to www.hoaliving.com. **Click on** "Owner Login."

2. On the next page, click "Login."

3. Enter the username (email) and password that were sent with this correspondence and click "Login."

COMMUNITY PORTAL

Owner Login

4. You will log in to the "Dashboard," which gives you an overview of your account (i.e. upcoming assessments, recurring payments, open issues/requests).

Dashboard:	Takes you back to the "Dashboard" overview screen.
My Account:	Displays your payment history.
My Items:	Shows you the status of any inquiries or service requests you have made through the "Submit a Request" menu (see below).
My Contact Info:	Allows you to verify your contact information and select your communication preferences (i.e. email or paper).
My Login:	Allows you to change your username and password.
Submit A Request:	Allows you to submit requests directly to your management team (e.g. Billing Question, Service Request, Clubhouse/Amenity Reservation Request etc.).
Calendar & Events:	Shows you your community calendar of events, meetings and amenity/clubhouse reservations (if applicable).
Directory:	Displays a directory of your association's Directors and Committee Members (if applicable).
Documents:	Provides you with access to Association governing documents, financials, and other forms and documents.