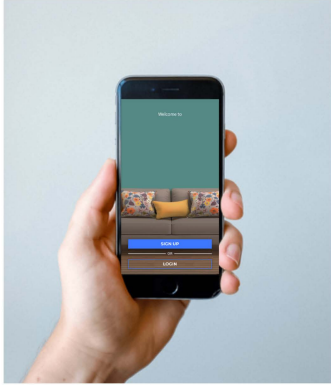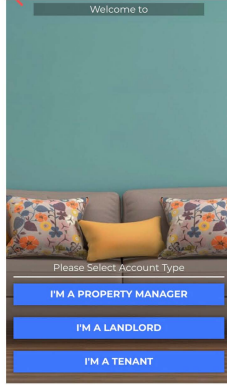# HOUSING AUTHORITY

SETTING UP YOUR ACCOUNT

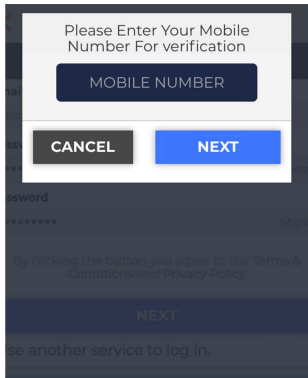1. **Download the App on the Apple store or GooglePlay**

2. **Click on sign up & "I'm a tenant" option**

Welcome to

Please Select Account Type

I'M A PROPERTY MANAGER

I'M A LANDLORD

I'M A TENANT

3. **Create a username & password to continue**

Sign Up

Tenant

Email

Password   Show

Password   Show

By clicking the button you agree to the Terms & Conditions and Privacy Policy

NEXT

Use another service to log in.

FACEBOOK

*Social login provided only for tenants
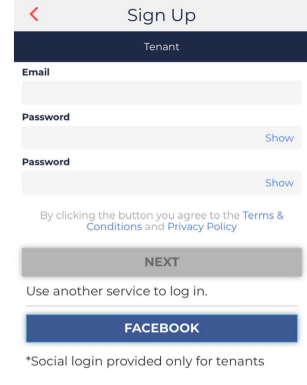
4. **Input mobile number or T-code and enter 4-digit verification code**

Please Enter Your Mobile Number For verification

MOBILE NUMBER

CANCEL   NEXT

5. **You are now signed up! View the tabs at the bottom to check out our features.**

rentigo

HI
ERIC JACOBS
125 5th Avenue, 287

Latest Maintenance Request (See all)
General, LOW, In progress
(11/15, 18:00 - 20:00)

Next Payment   Total (See breakdown)
12/01/2019 $74,120.00

PAY NOW

Powered by Rentigo Inc.

Home | Pay Rent | Services | Maintenance | Account
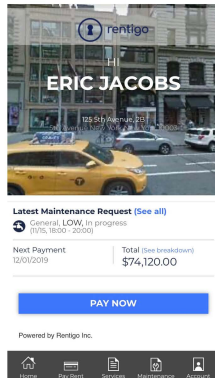
6. **View your balance & click on (see breakdown) to view your fee breakdown**

View Bill

September Late Fee	$5,910.00
October Late Fee	$5,610.00
November Late Fee	$5,300.00
December Late Fee	$5,000.00
January Late Fee	$4,690.00
February Late Fee	$4,380.00
March Late Fee	$4,100.00
April Late Fee	$3,790.00
May Late Fee	$3,490.00

Total Due $74,120.00

Set Auto-Pay   OFF   ON
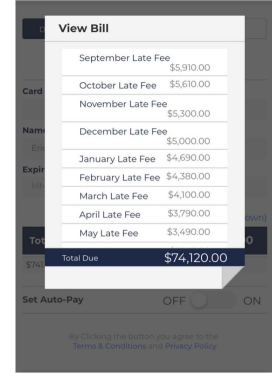
7. **Under the pay rent tab you can choose your payment method. ACH, Debit Card or Credit Card.**

Pay Rent

Debit Card | Credit Card | E-Check

VISA   mastercard   DISCOVER

Card Number

Name (As it appears on the card)
Eric Jacobs

Expiration   CVV   Zipcode
MM/YY

[See breakdown]

Total Due: $74,120.00
$741.20 Service fee will be added to your bill

Set Auto-Pay   OFF   ON

By Clicking the button you agree to the Terms & Conditions and Privacy Policy

PAY NOW

Home | Pay Rent | Services | Maintenance | Account

8. **Scroll down to turn our Autopay feature on/off. Click pay now & you're all set!**

Set Auto-Pay   OFF   ON

Charge Me On The: ?

1st   2nd   3

By Clicking the button you agree to the Terms & Conditions and Privacy Policy

PAY NOW & SET AUTO-PAY
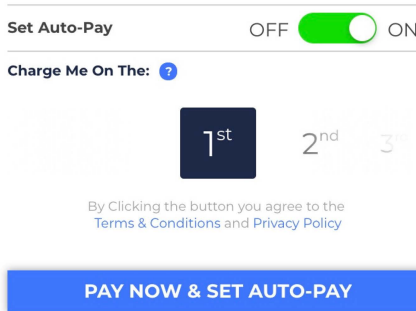
9. **Don't forget to check out the maintenance request tab.**

Maintenance

In Progress Requests:

05/29/18 01:27 PM | General | HIGH
Me, 05/29/18 01:27 PM
Outlet never installed

06/22/18 11:16 AM | Plumbing | HIGH
Me, 06/22/18 11:16 AM
Water pressure low

07/30/18 09:48 AM | Appliances | HIGH
Me, 07/30/18 09:48 AM
dishwasher not working

11/13/19 10:20 AM | General | LOW
Me, 11/13/19 10:20 AM
Sink leaking

ADD NEW REQUEST

Home | Pay Rent | Services | Maintenance | Account