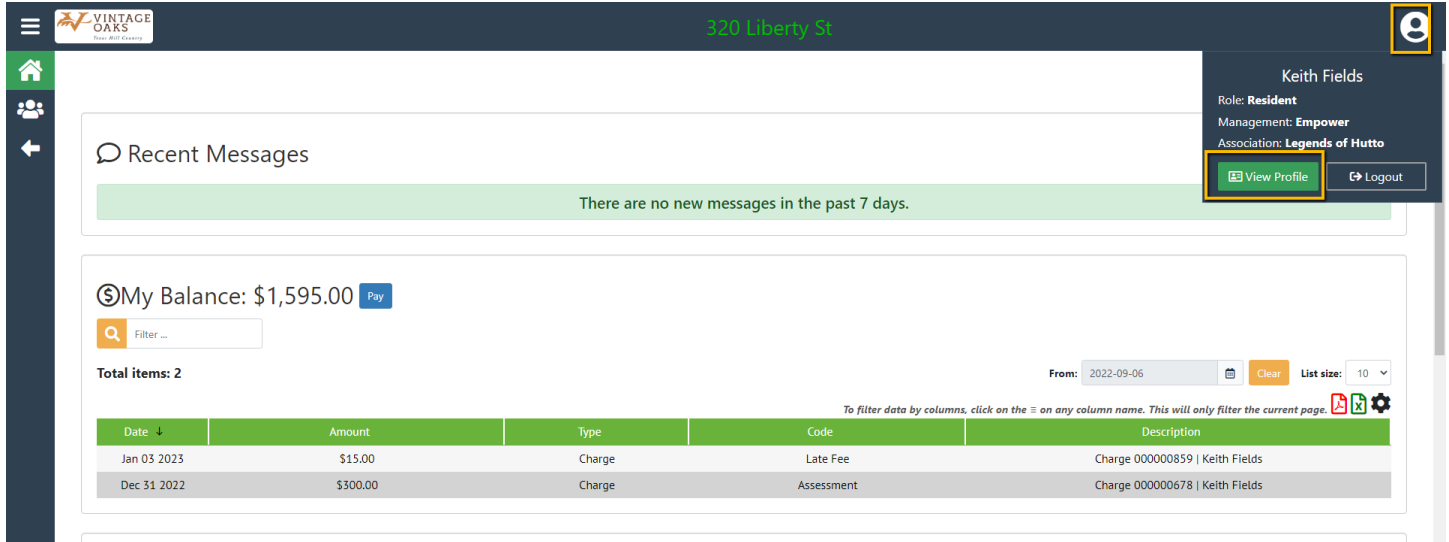


Linking Two Homeowner Units (from Resident Portal)

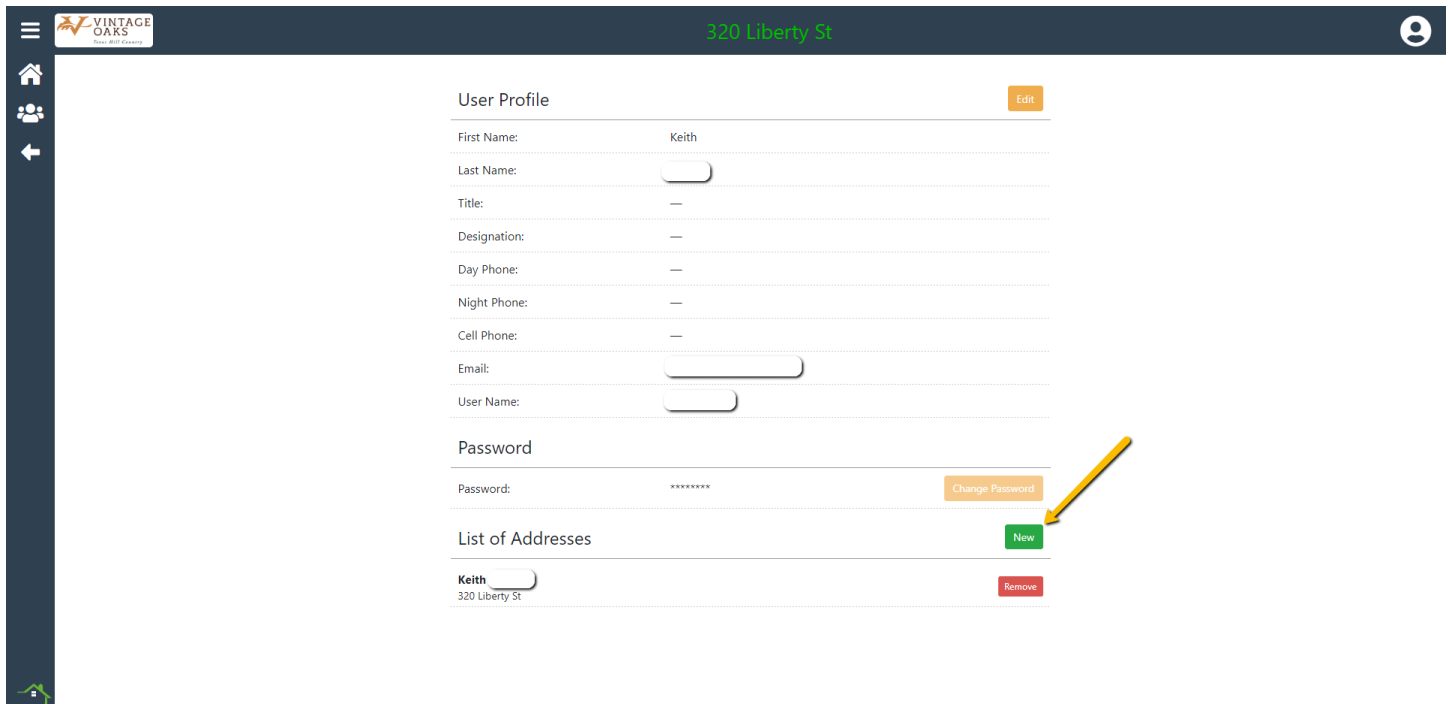
1. Log in at Resident.Smartwebs.com using your existing username and password.
2. Click on the person icon in the top right corner. Then click View Profile.



The screenshot shows the Resident Portal interface for 320 Liberty St. The user is identified as Keith Fields, a Resident under Empower Management, associated with Legends of Hutto. A 'View Profile' button is highlighted with a yellow box. Below the messages section, the 'My Balance' is \$1,595.00. A table of transactions is shown below:

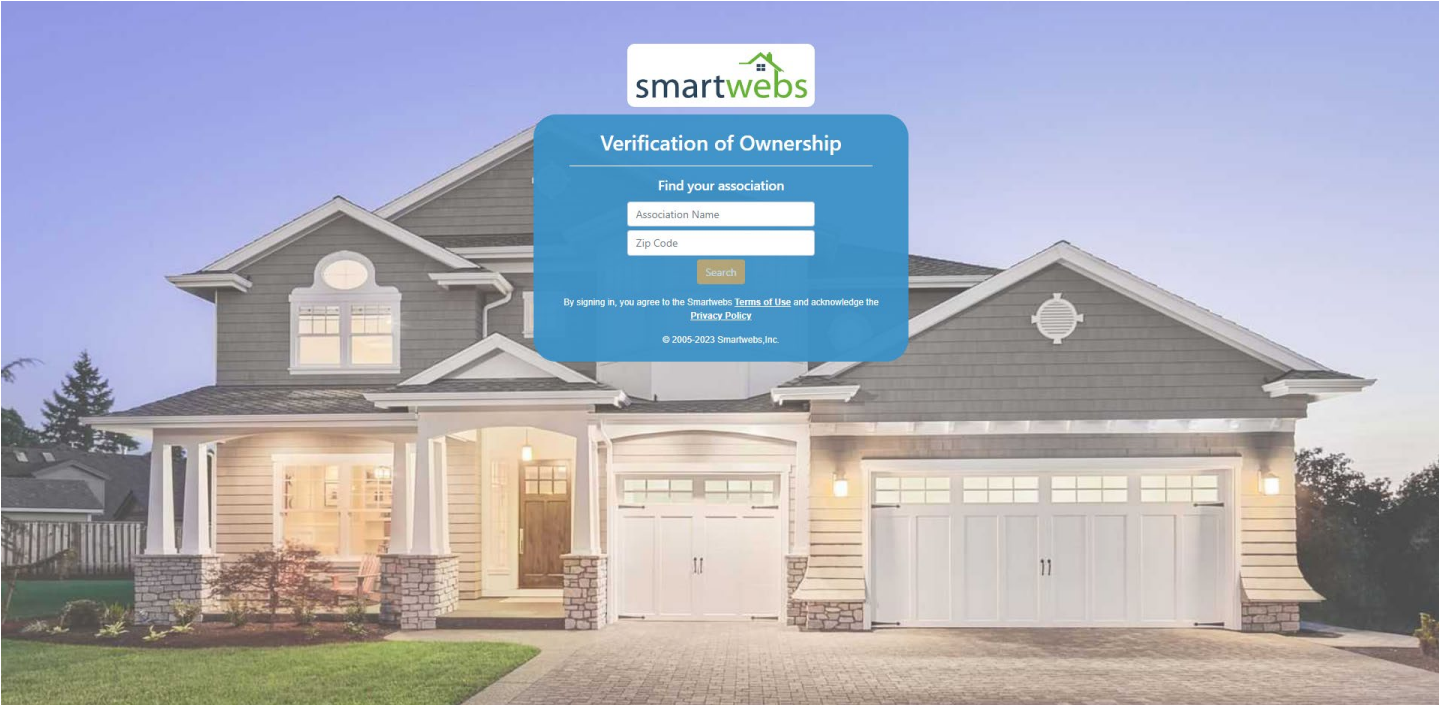
Date	Amount	Type	Code	Description
Jan 03 2023	\$15.00	Charge	Late Fee	Charge 000000859 Keith Fields
Dec 31 2022	\$300.00	Charge	Assessment	Charge 000000678 Keith Fields

3. Click on the New button.

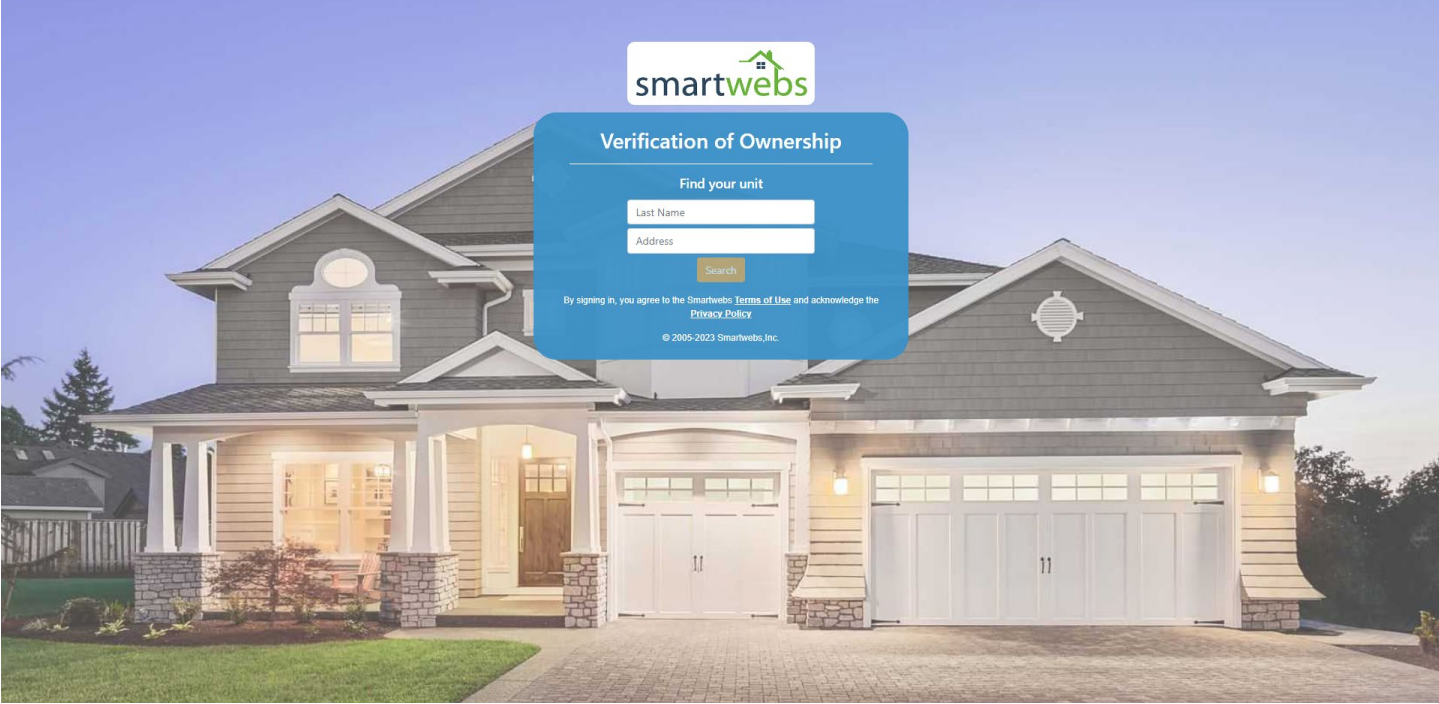


The screenshot shows the 'User Profile' page. The user's name is Keith. The page includes fields for First Name, Last Name, Title, Designation, Day Phone, Night Phone, Cell Phone, Email, and User Name. There is a 'Change Password' button and a 'List of Addresses' section. A yellow arrow points to a green 'New' button in the 'List of Addresses' section, which is used to add a new address.

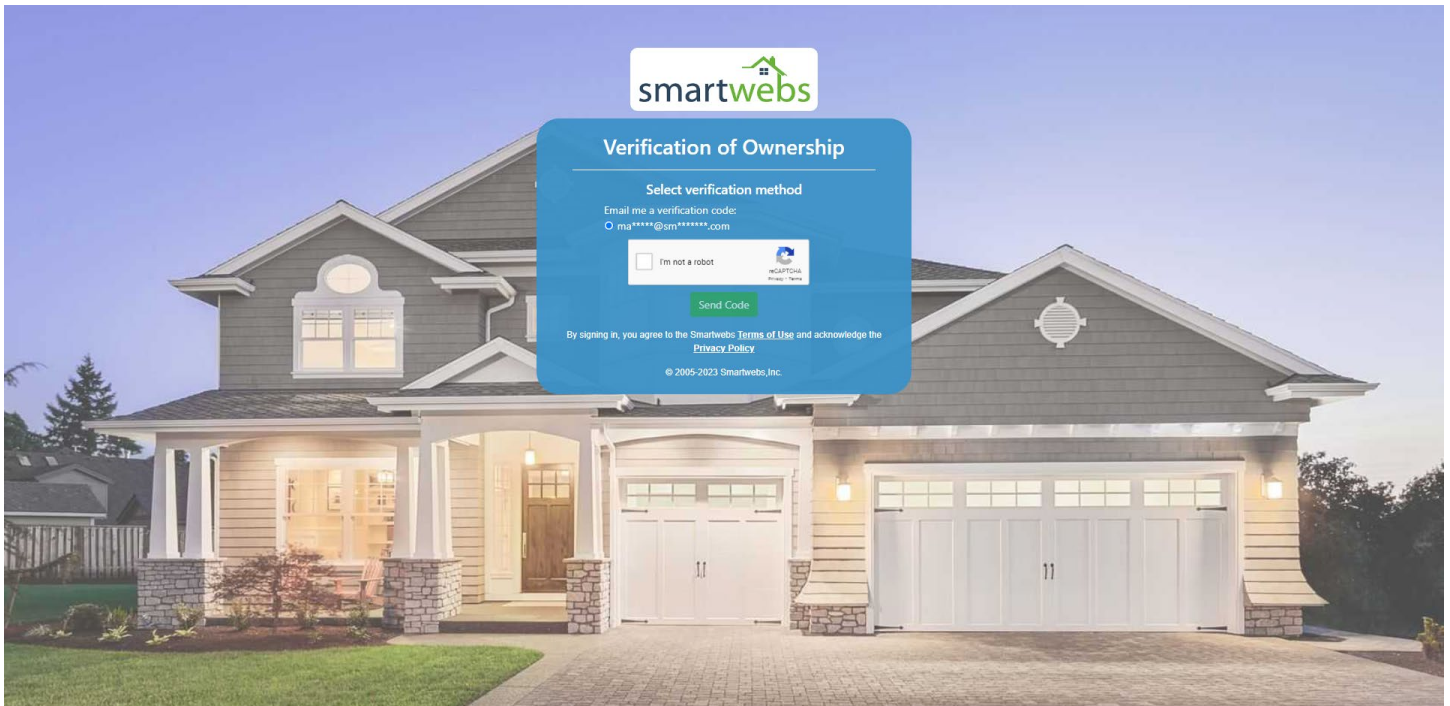
4. You will be routed to a page to enter the association name.



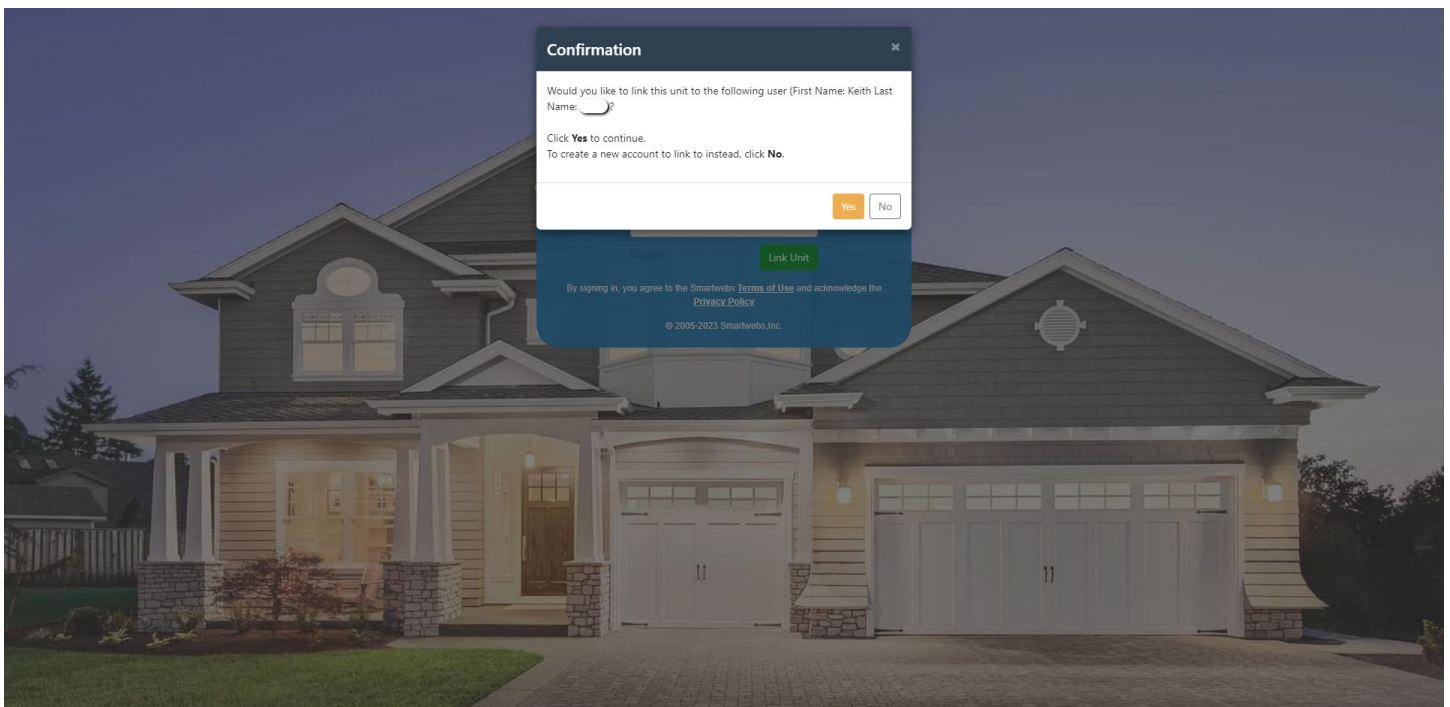
5. After finding your association, enter your last name and at least 3 characters of your address.



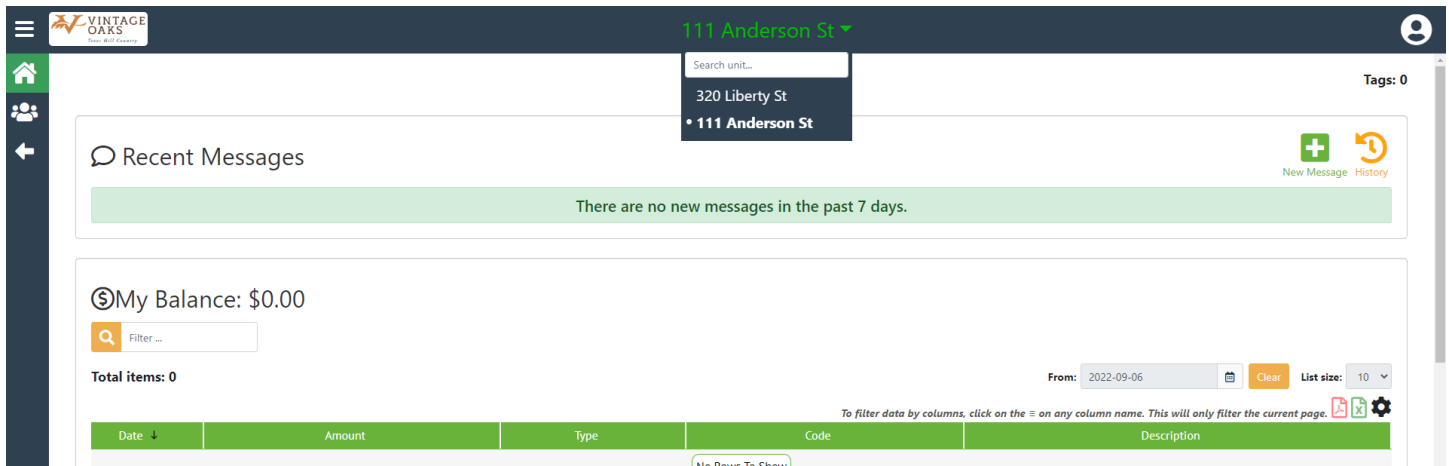
6. Select Verification method and enter code.



7. You'll get a confirmation popup to make sure you are linking to the correct unit.



8. After clicking yes, you'll be routed back to your resident Portal. In the top center of your screen, you'll see a dropdown where you can toggle between your units.



The screenshot shows the smartwebs resident portal interface. At the top, there is a dark navigation bar with the 'VINTAGE OAKS' logo on the left, the current unit '111 Anderson St' in the center, and a user profile icon on the right. Below the navigation bar, a search unit dropdown menu is open, showing '320 Liberty St' and '111 Anderson St' (the selected unit). To the right of the dropdown, it says 'Tags: 0'. Below the navigation bar, there are three main sections: 1. 'Recent Messages' section with a search icon and a message stating 'There are no new messages in the past 7 days.' 2. 'My Balance: \$0.00' section with a search filter and 'Total items: 0'. 3. A table with columns: Date, Amount, Type, Code, and Description. The table is currently empty, showing 'No Rows To Show'. There are also filters for 'From: 2022-09-06' and 'List size: 10'.