



Homeowners of Shadywoods!!

We are excited to have the opportunity to work together with you and your Board of Directors. While we are your new professional community association management company, we also have real estate experience in sales, leasing, property management, and insurance. This well-rounded real estate experience allows us to understand all the many parts that connect with successful community management and allow us to provide your Board with the best professional advice.

We are committed to open communication. While electronic communication (email or through your portal / mobile app) is preferred to assist with best tracking your requests, we are here during the business day to talk with you as well. It is our goal to respond to your requests the same business day.

Our contact information is:

- Email: Associations@WeManage.RealEstate
- Phone: 561-544-7177
- Fax: 561-290-1483
- Address: 11440 Okeechobee Blvd, Suite 203, Royal Palm Beach, FL 33411

While the assigned Community Association Manager for your community is Natasha Larsen, please know that many tasks are completed by our administrative support team. Ms. Larsen will be onsite each week; however, this is no longer a 40 hour onsite per week position. Please make sure to contact our office with any management related concerns so they may be properly handled by the correct team member in a timely manner.

Your accounting / payment services are still with Victory Accounting Services....so you will want to continue to contact them directly for any accounting / payment questions or concerns.

Thank you again for the opportunity to work together. We look forward to working with you to make Shadywoods the best community possible.

To Our Success Together,

The Team Real Estate Management Solutions Team
And
The Shadywoods Board of Directors

Online Portal Mobile App for Residents

Tenants and homeowners can now access their Online Portal through the Online Portal mobile app. This app is can be found by residents in the App Store or Google Play.

The Online Portal mobile app has all of the same functions as the Online Portal but offers a more pleasant mobile experience for your tenants and homeowners.

Residents can log in without needing to know their Online Portal URL, and once they are logged in they can choose to stay logged in for easier access. No more forgotten passwords!

Download the iOS app from the App Store®:



Apple and the Apple logo are trademarks of Apple Inc., registered in the U.S. and other countries. App Store is a service mark of Apple Inc.

Download the Android app from Google Play™:



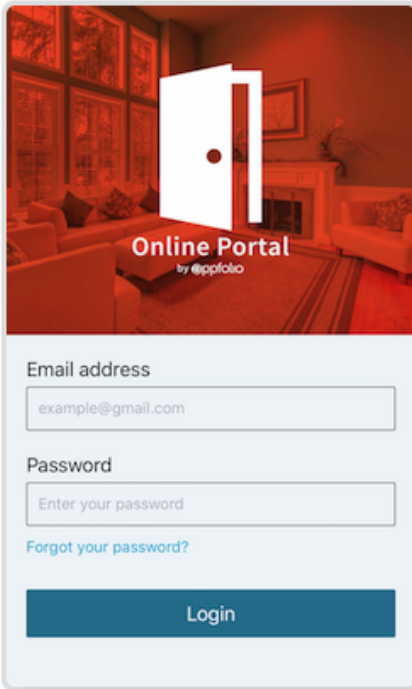
Android, Google Play, and the Google Play logo are trademarks of Google Inc.

Navigate the Online Portal App (for Residents)

The Online Portal mobile app for residents provides all the same functionality a resident experiences while logged into the online portal on a computer without needing to know their Online Portal URL.

Log In

Residents are prompted to login upon opening the app. If they have Online Portals with multiple property managers, they are taken to a page to select which account they wish to log into.



Online Portal
by @ppfoto

Email address
example@gmail.com

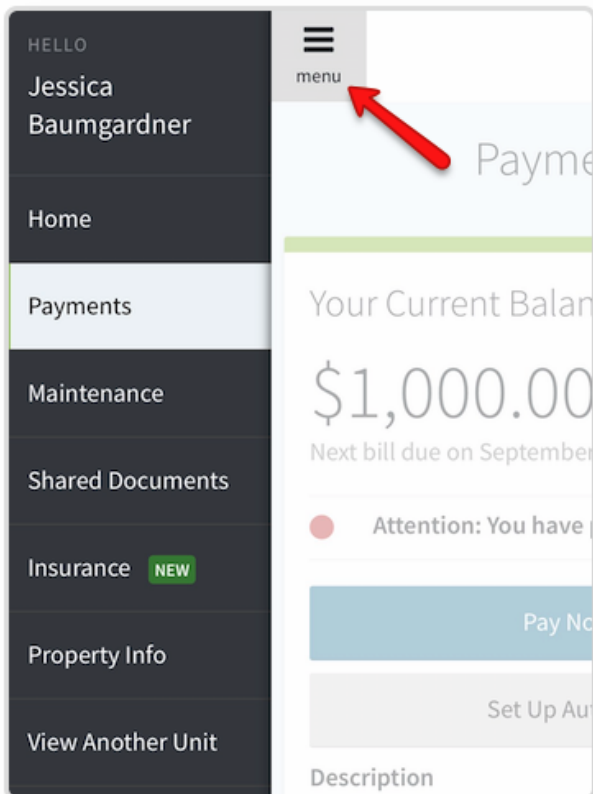
Password
Enter your password

[Forgot your password?](#)

Login

Home Page

Residents land on the homepage and can reveal the navigation menu by selecting **Menu** from the top left of the app. From here, tenants can select to make online payments, submit maintenance requests, etc.



Maintenance

When submitting online maintenance requests, residents can upload photos directly from their mobile device.

