

# Circle G at Queen Creek Homeowners Association

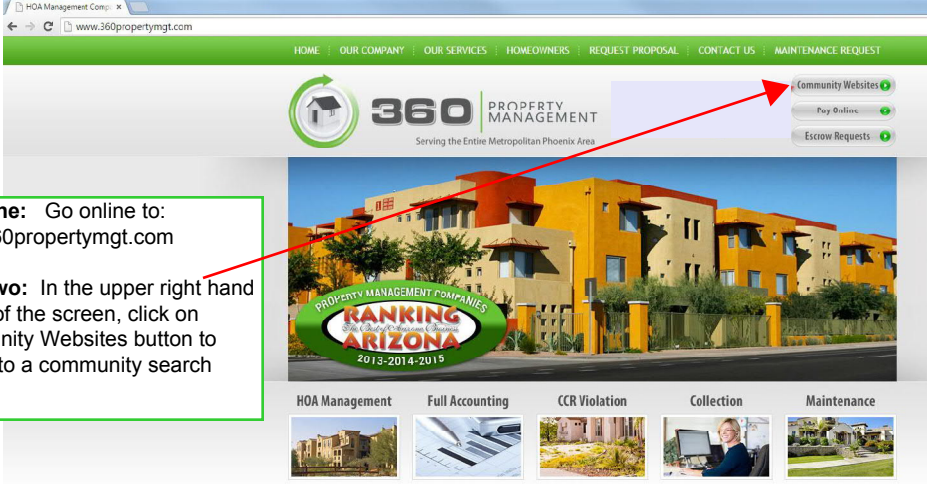
668 N. 44<sup>th</sup> St., Ste. 256-E

Phoenix, AZ 85008

Phone: 602-863-3600 Fax: 480-393-4361

[www.360propertymgt.com](http://www.360propertymgt.com)

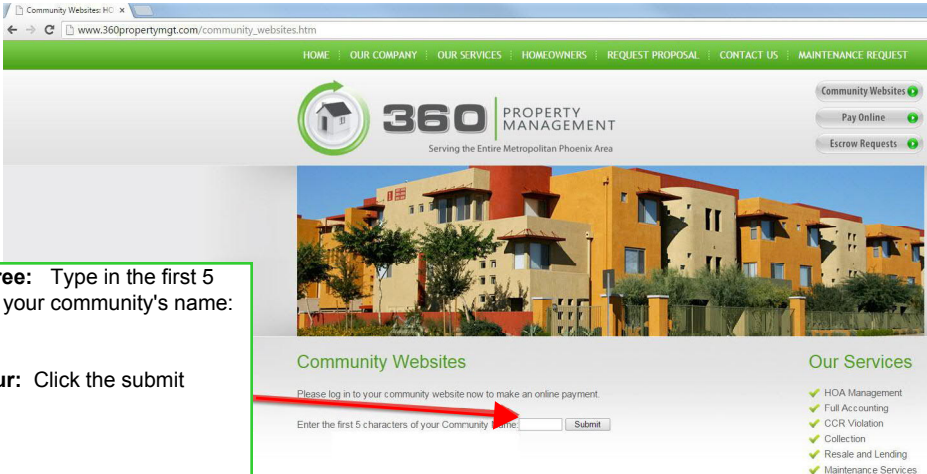
We recently launched a new web portal that will enable you to log in and view and update your homeowner information, view account information, compliance violations and association documents. You can also process HOA community maintenance items through this portal. Access the site by going to [www.360propertymgt.com](http://www.360propertymgt.com) and following the instructions to register as a new user. **Your email address MUST be on file with us to create a new user profile. Please contact us either by phone or email to provide your email address.** If you have any questions or problems logging in, please contact us at 602-863-3600.



**Step One:** Go online to: [www.360propertymgt.com](http://www.360propertymgt.com)

**Step Two:** In the upper right hand corner of the screen, click on Community Websites button to enter into a community search page

The screenshot shows the homepage of 360 Property Management. The navigation bar includes: HOME, OUR COMPANY, OUR SERVICES, HOMEOWNERS, REQUEST PROPOSAL, CONTACT US, MAINTENANCE REQUEST. The main header features the 360 Property Management logo and the tagline 'Serving the Entire Metropolitan Phoenix Area'. A 'Community Websites' button is located in the top right corner. Below the header is a large image of a modern apartment building with a 'RANKING' badge for '2013-2014-2015'. A row of service icons includes: HOA Management, Full Accounting, CCR Violation, Collection, and Maintenance. The main content area is titled 'HOA Management Phoenix' and 'Our Services'.



**Step Three:** Type in the first 5 letters of your community's name: "circl"

**Step Four:** Click the submit button

The screenshot shows the 'Community Websites' search page. The navigation bar is identical to the homepage. The main header features the 360 Property Management logo and the tagline 'Serving the Entire Metropolitan Phoenix Area'. A 'Community Websites' button is located in the top right corner. Below the header is a large image of a modern apartment building. The main content area is titled 'Community Websites' and contains a search form with the text 'Please log in to your community website now to make an online payment.' and 'Enter the first 5 characters of your Community name: [input type="text"] [Submit]'. The 'Our Services' section is also visible on the right side.

**Step Five:** Once you are on the community screen, look to the mid-right side for a green button marked "Click Here to Login". Click that button. This will bring you to another page where you will choose the "Create Login" link.

**Step Six:** The following screen will ask you for the account # (the 9 digit # that is provided in your welcome packet) and the email address that you have registered with 360 Community Management. To register your email address and contact information, you can either fill out and return the Residential Information form included in your welcome packet, email us at [info@360propertymgt.com](mailto:info@360propertymgt.com) or call us at 602-863-3600 with your email information.

**Step Seven:** Once you have selected the "Submit Registration" button, the system will email you the registration link to finish the process.