

# Mariposa Scottsdale Condominium Association

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

## WEB-PORTAL LOGIN REGISTRATION

On May 16, 2018, a new web portal 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 shown below. **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 360 Property Management website. The navigation bar includes links: HOME, OUR COMPANY, OUR SERVICES, HOMEOWNERS, REQUEST PROPOSAL, CONTACT US, and MAINTENANCE REQUEST. The main header features the 360 Property Management logo and a 'Community Websites' button in the top right corner. Below the header is a large image of a modern apartment building. A red arrow points from the 'Community Websites' button to the 'Community Websites' button in the top right corner. Another red arrow points from the 'Community Websites' button to the 'Community Websites' button in the top right corner.

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

**Step Four:** Click the submit button

\*If a new screen does not appear, you may need to disable the "pop-up blocker" within your internet settings

**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 click on the words "Create Login".

**Step Six:** The following screen will ask you for the account # (the first 9 digits of the # 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.