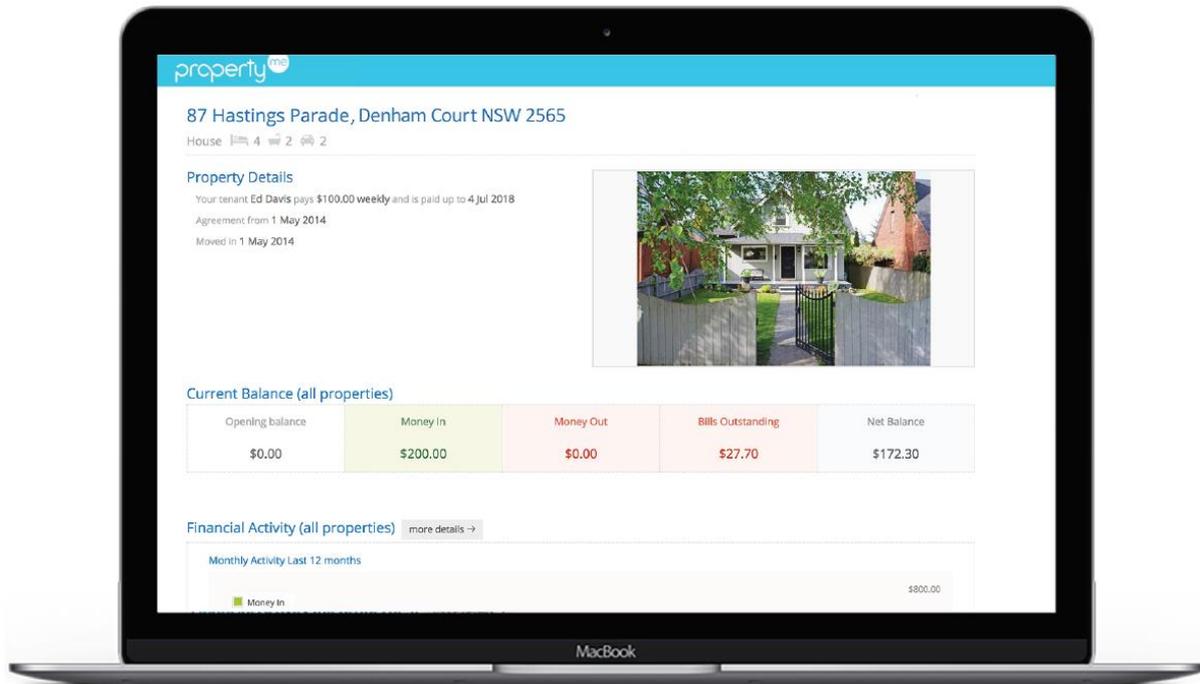




COLLINS GREGORY OWNER PORTAL

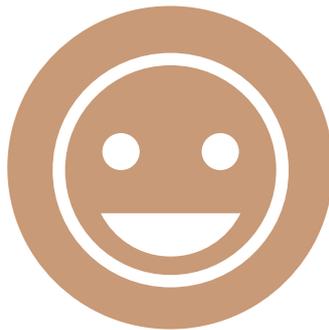
Access all your property
& financial information
anywhere, anytime





STAY IN THE LOOP

Know exactly what's going on with your property in real-time.



EASY TO USE

Designed to be easy to navigate and understand.



ONLINE ACCESS

Log in from anywhere at a time that's convenient for you.

With PropertyMe, you'll be able to...

87 Hastings Parade, Denham Court NSW 2565
House 4 2 2

Property Details

Property Details
Your tenant Ed Davis pays \$100.00 weekly and is paid up to 4 Jul
Agreement from 1 May 2014
Moved in 1 May 2014



Current Balance (all properties)

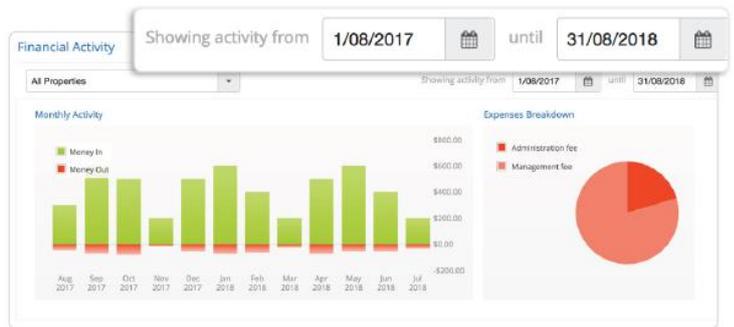
Opening balance:	Money In	Money Out	Bills Outstanding	Net Balance
\$0.00	\$200.00	\$0.00	\$27.70	\$172.30

VIEW PROPERTY DETAILS

See a real-time snapshot of your property and rental details including move in and move out dates, property manager contact details, lease agreement dates and the current financial status for all your properties including money in, money out and bills outstanding.

TRACK FINANCIAL ACTIVITY

Monitor all your financial activity from your personalised PropertyMe page or drill in by clicking "more details". Here, you can view financial activity for all or one property, see a breakdown of expenses and even set a date range.



in progress Repair broken light fitting in bedroom



SEE OUTSTANDING JOBS

Check on the status of any outstanding jobs to see when it was reported, who the assigned supplier is and any attached images and bills.

DRILL INTO INSPECTION REPORTS

Experience the peace of mind of knowing that your properties are in good hands with detailed Inspection Reports. Drill into Inspection Reports to see images, comments and any follow-up actions.

87 Hastings Parade, Denham Court NSW 2565
House 4 2 2

Inspect date
23 Aug 2018

General comments
Routine - Inspection at Hastings Pde, 87
The general condition of the property is good and the tenants are looking after it well.

Areas of note:

General
The garbages and outside street are looking good.



Suggested follow-up actions

We estimate the market rent for this property to be \$110.00 weekly. Please contact us if you would like to approve this rent adjustment.

There is a minor leak under the sink in the kitchen which should be fixed.

Documents

DOWNLOAD DOCUMENTS ANYTIME

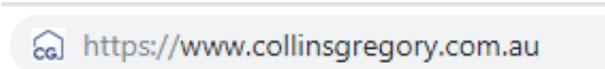
You can easily view or download historical statements, attached bills and general scanned documents. Simply click on any of the documents for an in-depth look along with printing and download options.

Statement #82 Income of \$300.00 less expenses of \$37.70 Amount disbursed \$262.30	12 Jul 2018
Statement #81 Income of \$100.00 less expenses of \$17.70 Amount disbursed \$82.30	25 Jun 2018
Statement #80 Income of \$300.00 less expenses of \$37.70 Amount disbursed \$262.30	8 Jun 2018

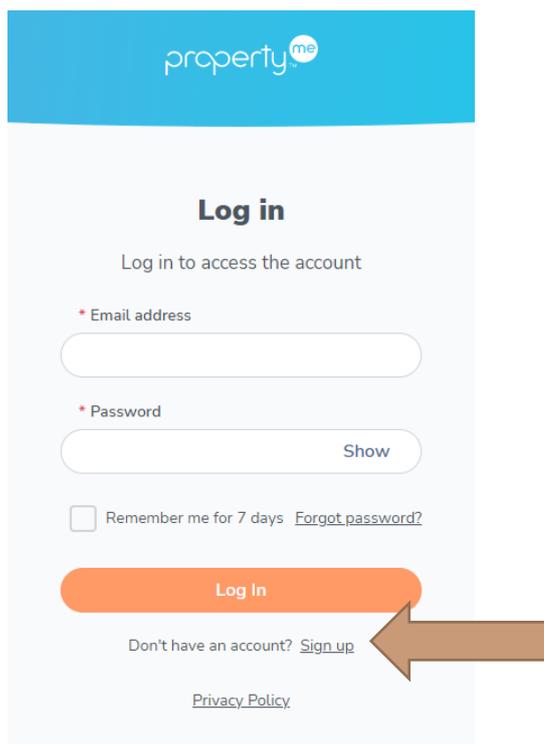
Accessing your Owner Portal

FIRST TIME USERS

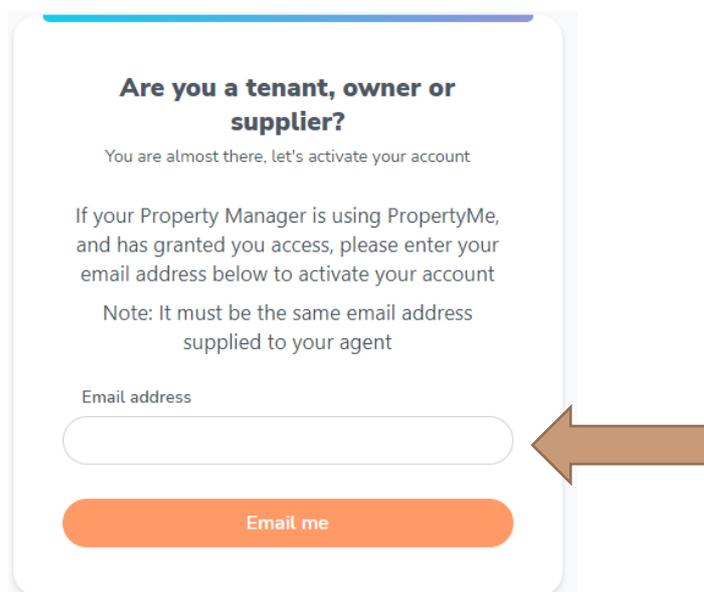
1. Visit the Collins Gregory Real Estate website at www.collinsgregory.com.au



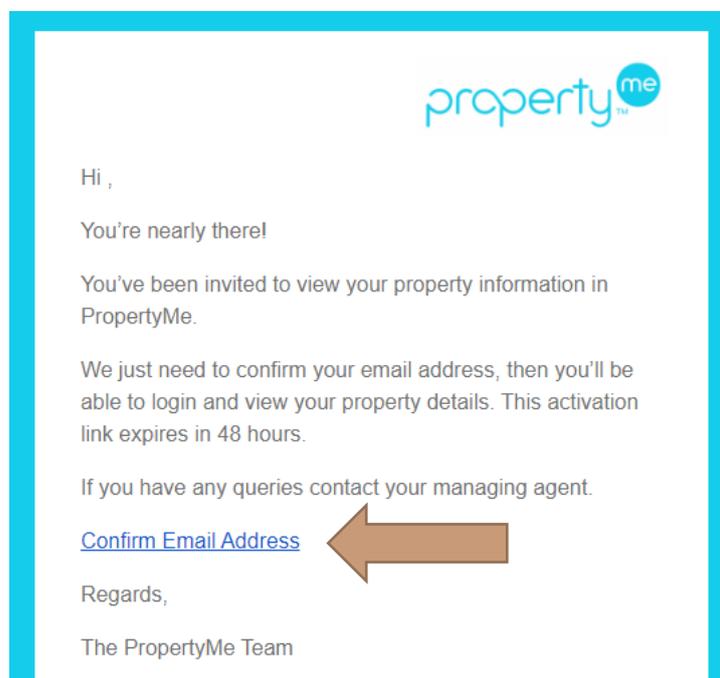
2. On the top main menu, select **Owners**, then click the **Owners Portal link**.
3. As a first time user, on the login screen, select the **Sign Up** option, under the orange login button.



4. Find the "**Are you a tenant, owner or supplier?**" section, enter your email address, then click **Email me**.



5. Go to your email inbox and check for an email from PropertyMe. Click the **Confirm Email Address** link.



6. Provide your details and new password, tick the Terms & Conditions acceptance confirmation and click **Activate**.

The 'Activate Access' form contains several input fields: 'First name' (John), 'Last name' (Smith), 'Work phone' (empty), 'Mobile phone' (041 872 123), 'Password' (masked with dots), and 'Confirm' (masked with dots). Below the fields is a checkbox labeled 'I accept the PropertyMe Terms and Conditions', which is checked. A brown arrow points to this checkbox. At the bottom right, there are two buttons: 'Cancel' and 'Activate'. A brown arrow points to the 'Activate' button.

7. Login using your email address and password.

- After logging in, you will be asked to accept an invitation to view your property. Select **I am the owner of this property** and click **Accept**.

Accept invitation?

You have been invited to access | St, Springfield Lakes QLD 4300

I am the owner of this property

Decline Accept

- You will then see your linked properties on the main screen. Select the property to view your property page.

Linked Properties

St, Springfield Lakes QLD 4300 (owner) managed by Collins Gregory Real Estate

RETURNING USERS

- Visit the Collins Gregory Real Estate website at www.collinsgregory.com.au
- On the top main menu, select **Owners**, then click the **Owners Portal** link.
- Enter your email address, along with your password and click **Sign In**.

property.me

Log in

Log in to access the account

* Email address

* Password Show

Remember me for 7 days [Forgot password?](#)

Log In

Don't have an account? [Sign up](#)

[Privacy Policy](#)

Need some help?

Give us a call on
(07) 3622 6436.
We are happy to help.