RentCafe' Landlord Portal Instructions:

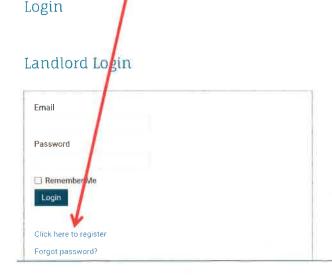
Using this URL, access the Landlord Portal "home page": http://www.rentcafe.com/apartments/va/richmond/richmond-live-0/index.aspx

NOTE: If you have already Registered on RentCafe' using your email address, you cannot register again on any RentCafe' site using that <u>same email address</u>. You can, however, add ("link") additional "accounts" (different registration codes) to your existing account (please see "multiple companies landlords" document under "Additional Instructions".

Click on "Landlord Login" to Register or Login (click on "Additional Instructions" for information):



Select "Click her to Register":



Enter your "registration code" provided via email (if you do not have a registration code, contact your agency/organization):

Landlord Registration



Complete the form provided (note: your <u>email address will become your user id when logging on</u>, you will also provide the PASSWORD you wish to use):

please contact your ad		only. If you are already registered for	The state of the s	9 3	properties
nter Your Registration Code	2432-L8004951	Go	2		
Account Nickname					
mail and Passw	ord				
Email Address	YourEmail@Example com				
Password		Weak Medium Strong			
Confirm Password					
curity Question	ıs				
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Security Answer					
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Tax ID/SSN**	xxxxxxxxx				
Phone (Office)	(555) 555-5555				
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City - State - Zip		$oxed{f eta}$			
ompany Informa	ation (Optional)				
Company Name					
Address	1				
City - State - Zip					
☐ I have read and acco	apt the Terms and Conditions				
ta in these fields will be	validated against information availa	ble with Richmond Redevelopment F	lA .		
I'm not a robot	reCAPTCHA				

(NOTE: The Tax ID you enter will be validated against the data stored in RRHA's database.)

Once you have Registered successfully, you are now ready to logon to the Portal (using your email address (user id) and the password you provided at registration time.)