

Smartwebs Sign-Up Guide

This is a Step-by-Step guide on how to register in Smartwebs as an owner and how to track violations. If you have any issues completing this process, please contact the District Management Company:

Public Alliance

Address: 7555 E. Hampden Ave, Suite 501

Denver, CO 80231

covenants@publicalliancecellc.com

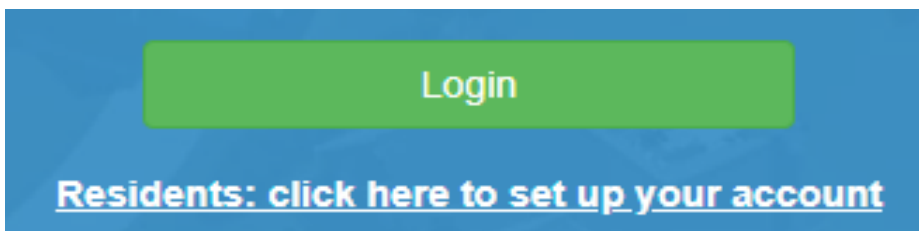
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Step 1: Access the SmartWebs Login Page:

1. Open your preferred web browser (e.g., Chrome, Firefox, Safari).
2. Navigate to the SmartWebs page: (<https://smartwebs.com/>).
3. Hover over 'Login' in the upper right corner and click on 'Resident Portal'.
- The page should look something like this:



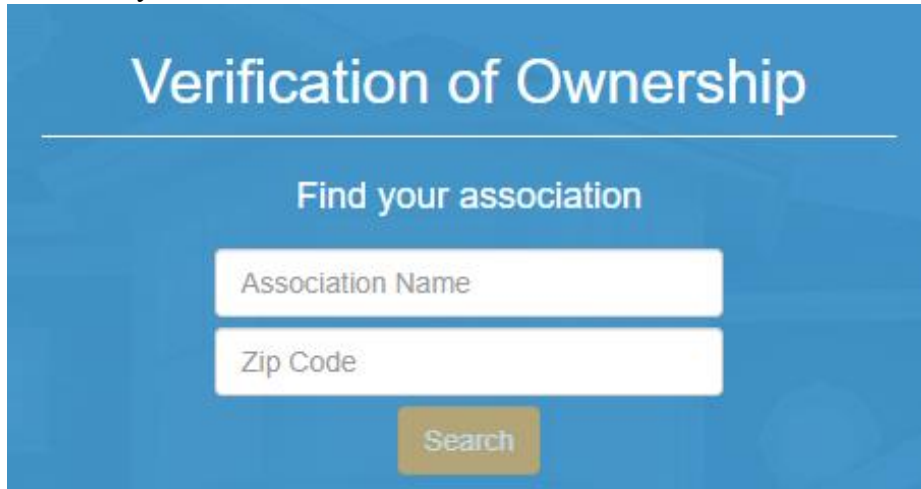
Step 2: Locate the "Residents: click here to set up your account" option, below the Green "Login" button.



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Step 3: Enter Community Verification Details

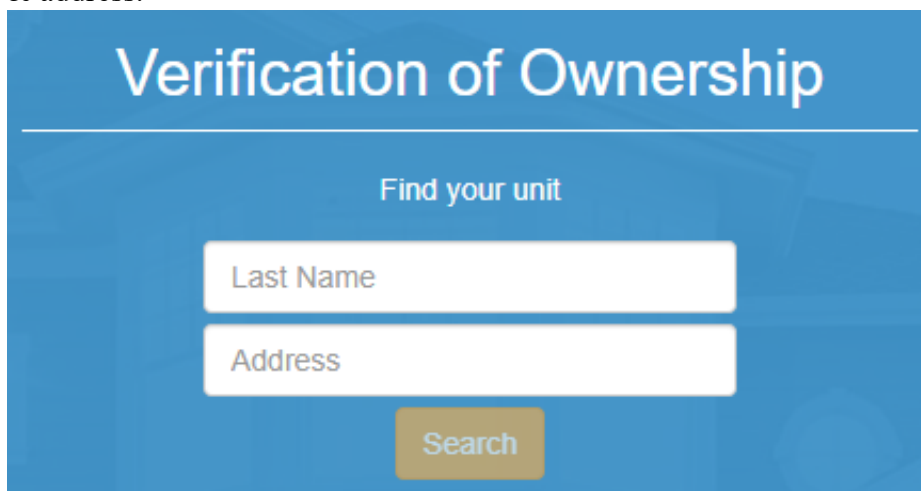
1. Fill in the required fields in the "Verification of Ownership (Find your Association)":
 - **Association Name**
 - **Zip Code**
2. Click, "Search"
3. A search result window should pop up. Click the [Blue](#) "Select" button next to your community's name.



The image shows a web form titled "Verification of Ownership" with a subtitle "Find your association". It features two input fields: "Association Name" and "Zip Code", both with placeholder text. Below the fields is a brown "Search" button. The background is blue with a faint world map.

Step 4: Enter Your Owner Details

4. Fill in the required fields in the "Verification of Ownership (Find your Unit)":
 - **Last Name**
 - **Address**
5. Click, "Search"
6. A search result window should pop up. Click the blue "Select" button next to your name & address.



The image shows a web form titled "Verification of Ownership" with a subtitle "Find your unit". It features two input fields: "Last Name" and "Address", both with placeholder text. Below the fields is a brown "Search" button. The background is blue with a faint world map.

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Step 5: Select Verification Method

1. A verification window should appear with verification option(s):
 - **Email Verification**
 - **Text Verification**
2. Select your preferred verification option and then click “**Send Code**”
3. You will receive an email from No-reply@smartwebs, use the verification code provided in the email and click “Link Unit”.

Note: Check your spam or junk folder if you do not see the email within a few minutes.

Step 6: Registration

1. Verify the registration info, create a “Password”, and confirm.
2. Once completed, click “Sign Up” and you’re all set.

Step 7: Log in Using Your New Credentials

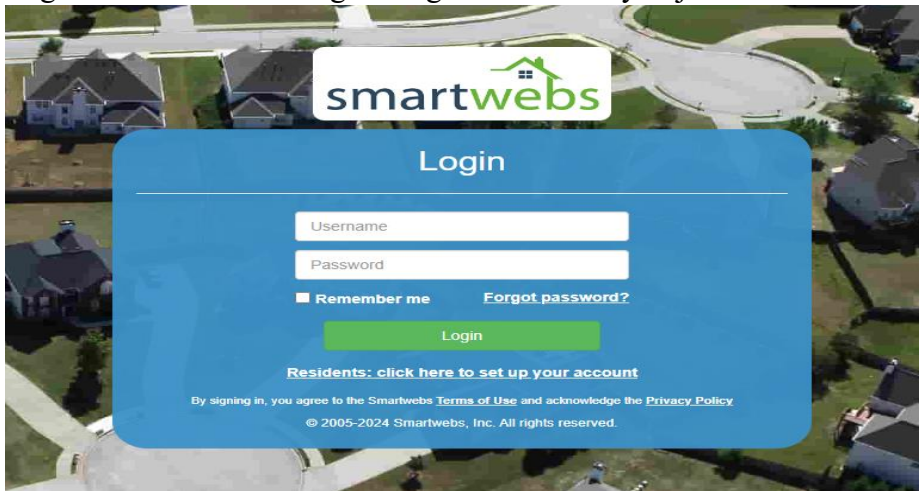
1. Return to the SmartWebs login page.
2. Enter the username and password you created during registration.
3. Click the "Login" button.

Checking Violation Status

Now that you're logged in, let's go through the process of viewing violations

Step 1: Log in

- Log into SmartWebs using the login credentials you just created.



Step 2: Owner Dashboard

- Once logged in, you will land on the owner dashboard. Here you can edit your personal information, see messages and review Documents and Violations.

Step 3: View Compliance Violations

- From the dashboard, locate and select the Violations or Compliance section.
- A list of any active or historical violations associated with your property will be displayed.

Step 4: Review Violation Details

- Select the violation you wish to review.
- The violation record may include:
 - The violation description
 - The date of inspection
 - Compliance deadlines
 - Photographs (when available)
 - Violation notices and correspondence
 - The current status of the violation

Step 5: Respond to a Violation

- If available, use the portal to submit comments, documentation, or photographs related to the violation.
- Be sure to include any information supporting your compliance efforts.

Need Help?

If you are unable to access your account or have questions regarding your violation, please contact District management for assistance at covenants@publicalliancecellc.com.