



PRIME MANAGEMENT LLC

How to Create an Account

Before you can start your online rental application, you must first create an account. When clicking “Apply Now”, you will be taken to our online tenant web access. Please enter your information as seen below.

Welcome to our online application portal! Before you submit a rental application, you must first create an account. Fill out the information below and click Sign Up. You will then receive a confirmation email that includes a link to our electronic application form.

TENANT WEB ACCESS

New Account Existing Account

Email Address

First Name **Last Name**

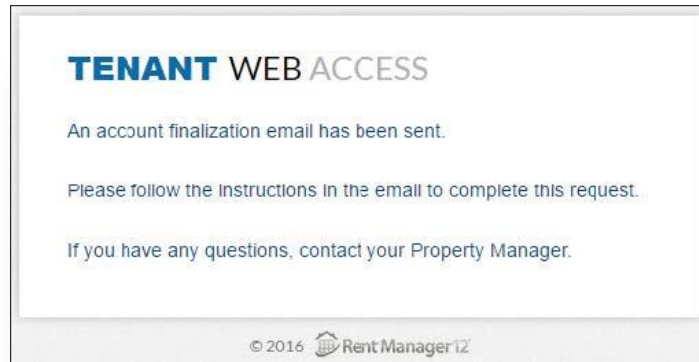
Street

City **State** **Postal Code**

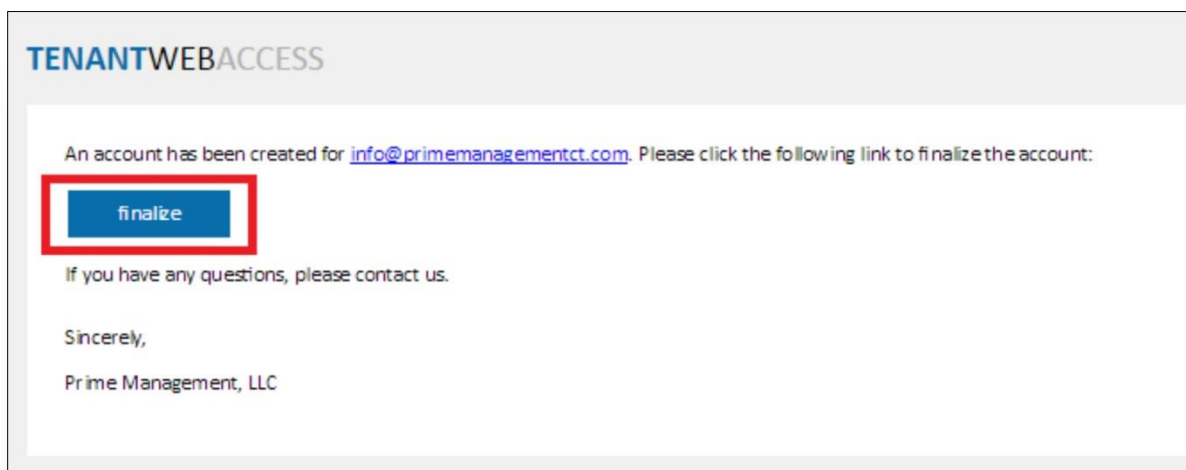
Phone Number

© 2016 Rent Manager 12

Then after entering you information click “Sign Up”, you then will receive a confirmation.



Finally, after getting the confirmation, please log in into the email you have enter and look for the email "Verify your Web Account", on that email click "Finalize" to complete your account.



How to Apply Online

After creating an account, you can now apply online. You can finish the application at any time by selecting the same property; your information will be saved until the application is submitted.

Please be aware that the application fee is \$40.00 per adult (each adult is to create a separate account); applications will not be processed without the application fee. Remember to have in hand your proof of income, photo ID, and payment method (Bank Account, Debit Card and Credit Cards are accepted online), they will be required. You can finish the application at any time by selecting the same property; your information will be saved until the application is submitted.

1st Applicant Information

First Name	Middle name	Last Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Street Address		City	State
<input type="text"/>		<input type="text"/>	<input type="text"/>
SSN	Date of Birth	Phone	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Email			
<input type="text"/>			
Paystubs	Paystubs	Paystubs	Paystubs
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ID			
<input type="text"/>			

After entering your information, click "Continue" and you will be taken to the payment screen. Payments done with bank accounts will not have extra charges. Payments done with debit card or credit cards will have a convenience fee of 3.5%, thus the application will be \$41.40 instead of \$40.00. After entering your payment information click "Pay Now".

To complete the application, the property requires payment for the application fees:

Choose your payment method

Payment Method Information

Account Types Routing Number Account Number
 Confirm Routing Number Confirm Account Number

Billing Address

First Name Last Name
 Street
 City State Postal Code

When you are done, you will get a notification, and we will get a notice with your application.


Thank you! Your application has been submitted.

Payment Confirmation:

Approved

Name on Account	David Dunn
Account Type	Savings
Account Number	1234
Routing Number	042000314
Payment Amount	\$50.00
Convenience Fee	\$3.00
Total Amount	\$53.00

Note: Please print and keep this page for your records.

 Print

If you have any questions, call our office at 203-562-7368.