Registering as a Homeowner in Cinc Webaxis (Resident Portal):

1. Video Registration Guide:
   a. https://register.gotowebinar.com/recording/8005163047361833473

2. Step By Step Registration:

   a. Open Link: https://esqmanagement.cincwebaxis.com
   b. Select Register button at top right of screen.
   c. Fields with red asterisk are required. Enter your information.
      a. Some of the homeowner information may autofill. If it does not match, it is likely b/c the name is different than the one EAM has on file.
   d. You can opt into Homeowner Directory. You will be opted out of it by default.
   e. Enter letters/symbols at bottom of screen.
   f. Select Register.
   g. Registration Result box will pop up on the screen.

     h. Once Registered, you will get an email asking you to reset your password. See screenshot below.
         a. Follow instructions in email and reset your password.
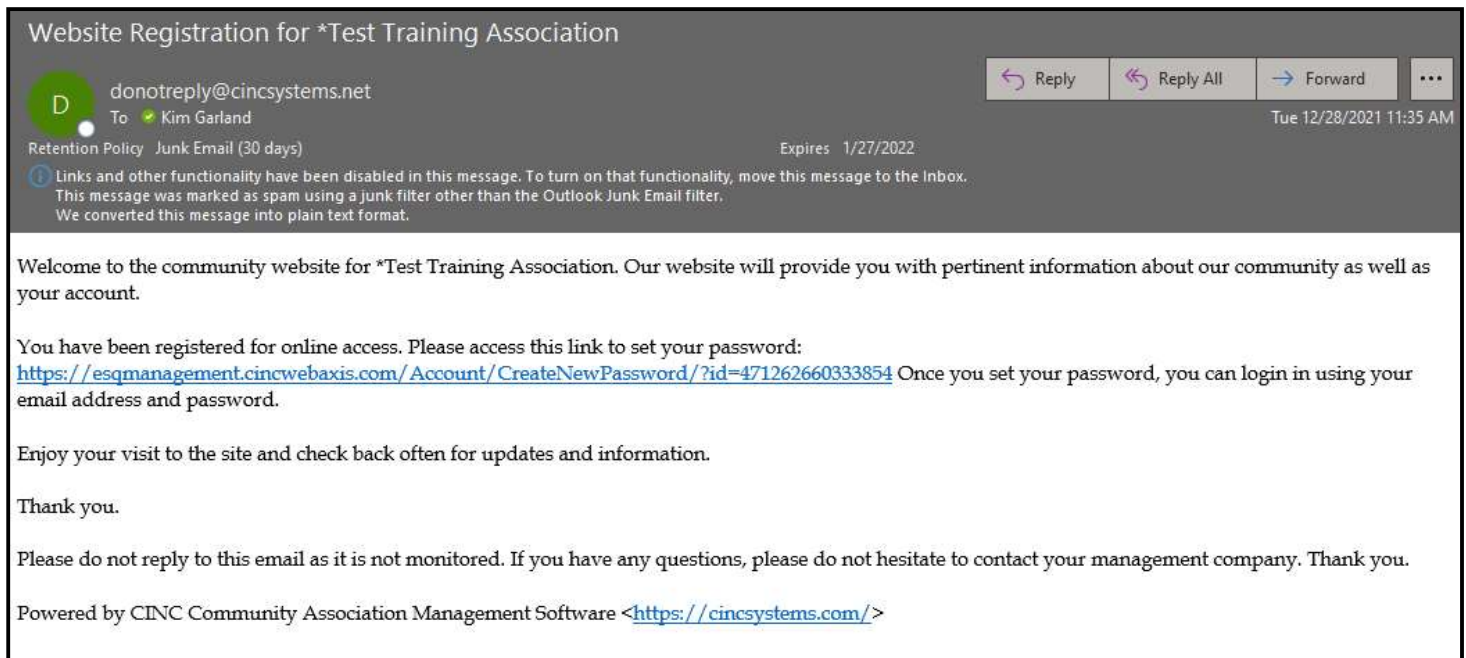
     i. Come back to https://esqmanagement.cincwebaxis.com and sign in with email + new password.
     j. You'll then be brought to your Association's dashboard. See screenshot below.
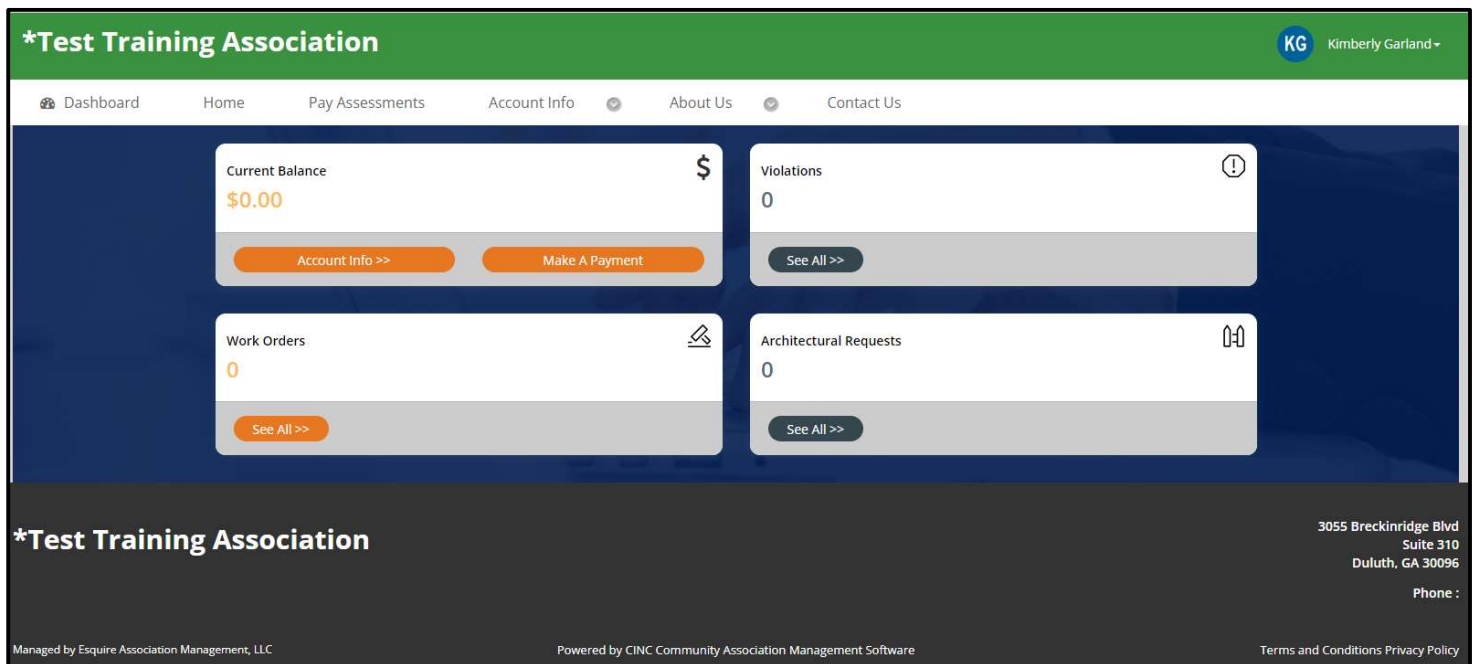
     k. Account Info is a general tab that allows the following:
         a. Account Information – Make a Payment
         b. ACC Requests – Upload Architectural Requests
         c. Violations – View Violations on your account
         d. Work Orders – Submit Work Order Request
         e. My Profile – Update Owner Information and Select Email Preferences