

PLEASE SET UP YOUR OWNER PORTAL ASAP

In order to set up your Owner Portal or view it for the first time, please request an Owner Portal announcement E-mail from us or go to the following link:

https://pryor.appfolio.com/oportal/users/sign_up

Once there, please enter your E-mail address (Note: it has to be the one you have previously supplied to us or you will get a message asking you to call us.) Once your E-mail address is entered you will be sent an Activation E-mail. Open this E-mail and click on the E-mail verification link to confirm your E-mail address. (Note: check your spam folder if you do not see the E-mail.).

Then enter/create your password information. (Note: don't forget to write it down somewhere that you can easily find it.) You will then be logged into the Owner Portal.

Once you have set up your Owner Portal, you can access it again in the future by going to either of the following links:

- 1.) <http://pryor.appfolio.com/oportal>
- 2.) or by going to our rental website at www.FirstRealtyRentals.com and clicking on the **red "Access your Owner Portal" button** near the top right portion of the home page (under Action Items).

Enter your E-mail address and password and you will have access to the Owner Portal 24/7 at your convenience. (Note: do not forget to bookmark these links!)

Should you have any questions concerning the above information, please let us know. Also, if necessary you can find an Owner Portal set-up overview tutorial and FAQ at:

<http://help.appfolio.com/help/Content/Owners.htm>