

PROSPECT PORTAL

THE TEN STEPS OF THE LEASE APPLICATION

STEP 8: SUMMARY

This step is simply a **summary that lets you know what steps have been fully completed** and which ones still need information.

Click **[save]** and **[next]** once all steps have **green check marks**.

The screenshot displays the 'mycommunity' portal interface. The main header features the Wolverine logo and 'PROPERTY MANAGEMENT'. Below the header, a navigation sidebar on the left lists ten steps: 1. Lease Application, 2. About You, 3. Additional Info, 4. Financial, 5. Legal, 6. Summary (highlighted with a red circle), 7. Confirmation. The main content area is titled 'Summary' and shows a progress table:

Step	Status
Lease Application	✓
About You	✗
Additional Info	✗
Financial	✗
Legal	✓

At the bottom of the main content area, there are three buttons: 'Save', 'Previous', and 'Next' (circled in red). To the right, a 'Rental Summary' box provides details for Unit 1098-6, including apartment description, lease term (09/01/2017 - 08/31/2018), included utilities, and monthly charges (Total Monthly Charges - \$485.00, Total Deposits - \$485.00). The footer contains contact information for Wolverine Property Management & MainCine Residences, social media links, and the 'mycommunity' logo.