

PROSPECT PORTAL

THE TEN STEPS OF THE LEASE APPLICATION

STEP 7: LEGAL

Be sure to **check the agree boxes** (see arrows).

If you log out and log back in, the page will still prompt you to check the boxes.

You must click the agree box every time you sign in, until the entire lease application is completed.



The screenshot displays the 'mycommunity' portal interface. On the left, a sidebar lists 10 steps: 1. Lease Application, 2. People, 3. About You, 4. Additional Info, 5. Financial, 6. Emergency Contacts, 7. Legal (highlighted with a red circle), 8. Summary, 9. Payment, and 10. Confirmation. The main content area is titled 'Legal' and contains two sections: 'Conditions of Acceptance of a Lease' and 'Consent to Lease'. Each section includes a paragraph of text and a checkbox labeled 'I agree to the Terms' with the instruction 'You must agree to continue'. Red arrows point to these checkboxes. At the bottom of the main content area, there are three buttons: 'Save', 'Previous', and 'Next' (highlighted with a red circle). On the right side, there is a 'Rental Summary' sidebar with details for an apartment unit, including address, lease term, included utilities, and monthly charges.