

## Login

Get in the driver's seat.

### Login:

Email:

Password:

Keep me logged in

[Forgot Password](#)

**LOGIN**

By clicking Login, you agree to the [Terms of Use](#) and [Privacy Policy](#).

### Register Account

dwellingLIVE is a service provided by your community association.

To register an account, we need to pair you with an existing property created by your community manager.

Select your registration process:

I have a one-time use Registration Code

I have a Temporary Email & Password

Don't have any of the above information?

Please contact your community manager for assistance.



## Changing Your Preferences

From here you can change your verbal confirmation code, add/edit/delete guests, vendors and a party, view your guest history, and change your call preferences.

### Guest List



[Add Guest](#) [Add Party](#) [Restrict Guest](#) [Guest History](#)

#### Verbal Confirmation Code

Resident/Owner:

#### Call Restrictions

None

#### Call Priority

1: Contact Number 1

3: Contact Number 3

2: Contact Number 2

4: Contact Number 4

**Save Preferences**

### Guests

**T** Temporary **P** Permanent **P** Party **R** Restricted

No guests found.

### Vendors

**Add**



### MAIN GATE

Attendant: Marcos Morales

**Directions for Guests**

## Guests

## Step 1: Click 'Add Guest'

**Guest List**  

[Add Guest](#) [Add Party](#) [Restrict Guest](#) [Guest History](#)

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**Verbal Confirmation Code**  
Resident/Owner:

**Call Restrictions**

**Call Priority**  
1:  3:   
2:  4:

---

**Guests**  Temporary  Permanent  Party  Restricted

No guests found.

Step 2: You will need to select if your guest is temporary (no more than seven days), permanent, or a party attendee.

Step 3: Select the pass type (guest, vendor, or renter).

Step 4: Add their information - first name, last name, etc. and click 'Save'. The guest is now on your guest list.

## Add Guest

[Back to Guest List](#)

Temporary Guest  Permanent Guest  Party Attendee

Select Pass Type

First Name

Last Name

Company

Email

Notes for Attendant

Start Date



End Date



## Vendors

Step 1: Click the 'Add' next to Vendors.

Guests

**T** Temporary **P** Permanent **P** Party **R** Restricted

No guests found.

Vendors



Add

MAIN GATE

Step 2: This text box will open where you can search the database to see if you vendor is in the system already.

LIST Add Guest Add Party Restrict Guest

Confirmation Co  
wner:

### Search Available Vendors

Vendor Name:  **Go**

**Assign Selected Vendors** **Close**

Can't find your Vendor in the list above? [Click here](#) to submit a new Vendor.

MAIN GATE  
for Guests

As an example, if you are using Hugo Duenas to repaint your house, type in his name and click 'Go'; you will see that he appears in the list.

Search Available Vendors

Vendor Name:

Company Name	Service Type	Phone	<input type="checkbox"/>
Hugo Duenas	Painter	760-880-0492	<input type="checkbox"/>
Hugo	Painter		<input type="checkbox"/>
Hugo Gerard Plumbing	Plumber	760-774-0838	<input type="checkbox"/>
Hugo Duena	Painter	760-880-0492	<input type="checkbox"/>
Hugo -Pool	Pool Service		<input type="checkbox"/>
Closets La Quinta - Hugo	Cabinets		<input type="checkbox"/>

Can't find your Vendor in the list above? [Click here](#) to submit a new Vendor.

Step 3: Click the check box on the right and click 'Assign Selected Vendors.' He is now added to your vendor list.

If the vendor does not come up in the list, click 'Can't find your Vendor in the list above? Click here to submit a new Vendor.' You will be prompted to submit a New Vendor Request.

New Vendor Request [Back](#)

Name

Service Type

Address

City  State   Zip

Phone

Fax


Note

Just fill in all of the information you have and click 'Save.' The vendor will be added to your vendor list with a status of 'Pending Review' until management staff approves the vendor (please note submitted vendors are automatically approved).

## To Remove Guests

Step 1: Click 'Edit' next to the guests' name that you would like to remove from your list.

Guests T Temporary P Permanent P Party R Restricted

Last Name	First Name	Company/Party	Start / End Date	Entries	
Smith	Jane			0	 <a href="#">Edit</a>

Vendors



MAIN GATF

Step 2: You will be directed to an edit page where you can modify your guests' information, or you can click 'Delete' and remove them from your list.

**Edit** [Back to Guest List](#)

Temporary Guest  Permanent Guest

Select Pass Type:

First Name:

Last Name:

Company:

Email:

Notes for Attendant:

Days Permitted:  Sun  Mon  Tues  Wed  Thu  Fri  Sat

Created on 11/08/16 09:46 AM Created by Sierra Fasano



## To Remove Vendors

Step 1: From your list, find the vendor you wish to remove click 'Remove' next to their name and they will be removed from your vendor list.

## Guests

T Temporary P Permanent P Party R Restricted

No guests found.

## Vendors

Add

Company Name	Service Type	Status	
Hugo Duenas	Painter	Active	<a href="#">Remove</a>

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