



HOME MEMBER SERVICES EVENTS SPONSORSHIPS EDUCATION GOVERNMENT AFFAIRS SUPPLIERS

CALENDAR  
CONTACT US  
MEMBER LOGIN  
BUSINESS DIRECTORY  
MEMBERSHIP BENEFITS  
MEMBERSHIP DUES  
NAA CLICK AND LEASE

BECOME A MEMBER

GOVERNMENT AFFAIRS

EDUCATION

Education at the click of a mouse...  
PAA Webinars and Teleforums Available Now

CLICK HERE TO GET  
THE LIST!

Step 1: Go to paahq.com  
Step 2: Click on Member Login

be even something we had not envisioned. WE respect  
A now is a new organization with all the promise and  
s better than ever before and become the trusted source  
y industry.

GET TO KNOW THE STAFF OF PAA BY CLICKING BELOW!



### *Members Only*

Username 23034

Password ....

LOGIN

[Click here for login information](#)

Step 3: Insert your credentials  
Step 4: Click Login

# *Member Portal Home*

Log Out

Member Portal Home	Pay Your Bills	Referral Report (YTD)
Change Username / Password	Profile Update	Media Update
Stay Informed	Take A Survey	Add A Coupon
Submit an Event	Comcast Marketing Agreement	Member Directory
PAA STAFF: Who's who		

**Erica Caceres**

Step 5: Click Profile Update



You're on the right screen if you see your name.

## Profile Update

Log Out

Member Portal Home	Pay Your Bills	Referral Report (YTD)
Change Username / Password	Profile Update	Media Update
Stay Informed	Take A Survey	Add A Coupon
Submit an Event	Comcast Marketing Agreement	Member Directory
PAA STAFF: Who's who		

1. To update YOUR information ONLY, you click on “Edit My Profile.” Highlighted in a red rectangle.

Erica Caceres

EDIT MY PROFILE



Welcome to the membership information update portal. You can update here. Please keep in mind that this update will take 24-hours to update. If you are updating your information on the weekend, the update will appear on Monday.

thank you!

Edit profiles related to: Me

Editable Profiles Related to Erica Caceres

ADD NEW PROFILE

Profile	
<b>Pennsylvania Apartment Association</b>	
<input type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	
Relation Type	Employer
Title	
	<b>EDIT PROFILE</b>
	<b>VIEW INVOICES</b>

10 items per page 1 - 1 of 1 items

SAVE RELATIONSHIPS

2. To update your COMPANY information ONLY including directory/category listing, you click on “Edit Profile.” Highlighted in a blue rectangle.

## Profile Update

[Log Out](#)

<a href="#">Member Portal Home</a>	<a href="#">Pay Your Bills</a>	<a href="#">Referral Report (YTD)</a>
<a href="#">Change Username / Password</a>	<a href="#">Profile Update</a>	<a href="#">Media Update</a>
<a href="#">Stay Informed</a>	<a href="#">Take A Survey</a>	<a href="#">Add A Coupon</a>
<a href="#">Submit an Event</a>	<a href="#">Comcast Marketing Agreement</a>	<a href="#">Member Directory</a>
<a href="#">PAA STAFF: Who's who</a>		

### Erica Caceres

[EDIT MY PROFILE](#)

Welcome to the membership information update portal. You can update here. Please keep in mind that this update will take 24-hours to update. If you are updating your information on the weekend, the update will appear on Monday.

thank you!

Edit profiles related to:

### Editable Profiles Related to Erica Caceres

[ADD NEW PROFILE](#)

Profile	
<b>Pennsylvania Apartment Association</b>	<a href="#">EDIT PROFILE</a>
<input type="checkbox"/> Main Contact	<a href="#">VIEW INVOICES</a>
<input checked="" type="checkbox"/> Editor	
<input type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	
Relation Type	<input type="text" value="Employer"/>
Title	<input type="text"/>

10 items per page 1 - 1 of 1 items

[SAVE RELATIONSHIPS](#)

To see your COMPANY invoices click on “View Invoices.” Highlighted in a yellow rectangle.

All invoices will be on your company account and NOT your personal account.



- General Information
- Additional Addresses
- Additional Phones
- Additional Email Addresses
- Directory Listing
- Social Media

General Information

Organization Name

Pennsylvania Apartment Association

Address 1

One Bala Plaza

Suite 515

City

State/Province

Zip

19004

Zip Ext

PA

County

Country

USA

Work Phone

(610) 664-1800

Ext

Home/Other Phone

Phone Default

Work

Fax

(610) 664-4481

E-mail

ashley@paahq.com

Website

Preferred Method of Contact

E-Mail

Preferred Billing Method

Both

Employees Full-Time

0

Save and Keep Working

Save and Submit

Close

To update your COMPANY directory/category listing, click on “Directory Listing.” Highlighted in a red rectangle.

General Information

Additional Addresses

Additional Phones

Additional Email  
Addresses

Directory Listing

Social Media

### Directory Listing

Add



To update your COMPANY  
directory/category listing, click on  
“Directory Listing.”  
Highlighted in a red rectangle.

Save and Keep Working

Save and Submit

Close



Pennsylvania Apartment Association

General Information

Additional Addresses

Additional Phones

Additional Email Addresses

Directory Listing \*

Social Media

Directory Listing

Add

New

Category  
Required

-- Category --

-- Category --

Advertising & Digital Marketing

Answering Service

Apartment Cleaning & Maid Service

Apartment Communities

Appliances Sales & Equipment

Boiler Systems

Cable, Internet Services

Carpet Cleaning / Floor Care

Carpet, Flooring, Sales, & Installation

Computer Software

Corporate Housing

Debt Collections & Evictions

Disaster Planning & Restoration Services

Electrical Contractors

Electrical Supplies

Elevators/Escalator Services

Entry Systems

Fencing

Financial Services

Save and Keep Working

Save and Submit

Cancel

After you do enter your category, make sure to scroll down until you see the “Save and submit” button. Click on that so your work is saved and our system is updated. **One listing per company.**



**Erica Caceres**[Edit My Profile](#)

Welcome to the membership information update portal. You can update here. Please keep in mind that this update will take 24-hours to update. If you are updating your information on the weekend, the update will appear on Monday.

thank you!

Edit profiles related to: **Me**

**Me**  
PAA

**Editable Profiles Related to Erica Caceres**

Add New Profile

Profile	
<b>PAA</b> <input type="checkbox"/> Main Contact <input checked="" type="checkbox"/> Editor <input type="checkbox"/> Receives Communication <input type="checkbox"/> Billing Contact Relation Type <b>Employer</b> Title <input type="text"/>	<a href="#">Edit Profile</a>  <a href="#">View Invoices</a>

1

10 items per page

1 - 1 of 1 items

Save Relationships

To update the Main Contact or Editor information, click on the dropdown to choose your company related profiles. Highlighted in Red Rectangle. This will change your screen to show all current and former employees.

Erica Caceres

Edit My Profile

Welcome to the membership information update portal. You can update here. Please keep in mind that this update will take 24-hours to update. If you are updating your information on the weekend, the update will appear on Monday.

thank you!

Edit profiles related to: PAA

Editable Profiles Related to PAA

Add New Profile

Profile	
Ashley Porini	Edit Profile
<input checked="" type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	Office Manager
Valerie Crapeau	Edit Profile
<input type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	
Marlynn Orlando	Edit Profile
<input type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	Executive Director
Erica Caceres	Edit Profile
<input type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	

You can choose what each person's function is. Remember ONE person to be listed as Main Contact and Multiple Editors. Highlighted in red.

You can use the drop down for a various of Relation Types – highlighted in Blue.

Erica Caceres

Edit My Profile

Welcome to the membership information update portal. You can update here. Please keep in mind that this update. If you are

thank you!

Edit profiles related to

Editable Profile

Profile	
Ashley Porini	Edit Profile
<input checked="" type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	Office Manager
Valerie Crapeau	Edit Profile
<input type="checkbox"/> Main Contact	
<input checked="" type="checkbox"/> Editor	
<input checked="" type="checkbox"/> Receives Communication	
<input type="checkbox"/> Billing Contact	View Invoices
Relation Type	Employee
Title	
Marlynn Orlando	Edit Profile
<input type="checkbox"/> Main Contact	

Note: This should be used when employees leave or start at your organization.

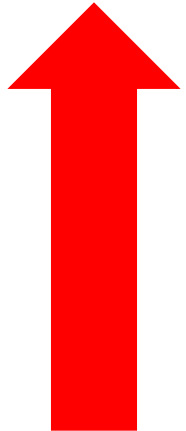
☐ Billing Contact

Relation Type Employee

Title Director of Education

10 items per page 1 - 6 of 6 items

Save Relationships



After you do your updates, make sure to scroll down until you see the “Save Relationships” button. Click on that so your work is saved and our system is updated.

Thank you for submitting changes to your profile. The time you took will help us maintain accurate data. The changes are not immediate.

Please allow us 24-48 hours to review the changes.

