

Tenant - Client Portals in iamproperty CRM



This guide will show the Tenant Portals.

Giving a comprehensive walkthrough of the client portals within the iamproperty CRM, making it an essential resource for users looking to enhance their Clients property management experience.

Tenant Portal

1 Click "Sign In"

1 Still getting used to new-look CRM?

If so, you can still use the previous CRM by clicking the link on the right.

[Click here](#)

Sign in

Username

LReeks1

Password

.....

☐ Remember me

[Forgot your password?](#)

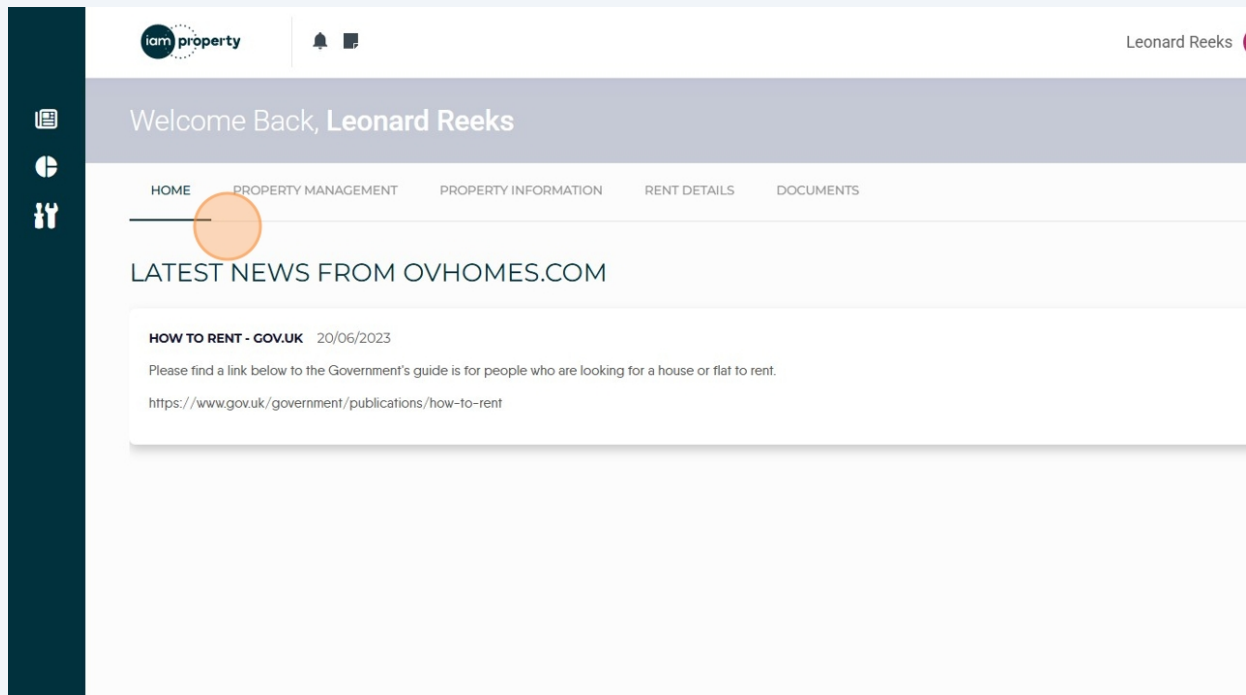


Your partner for today and tomorrow

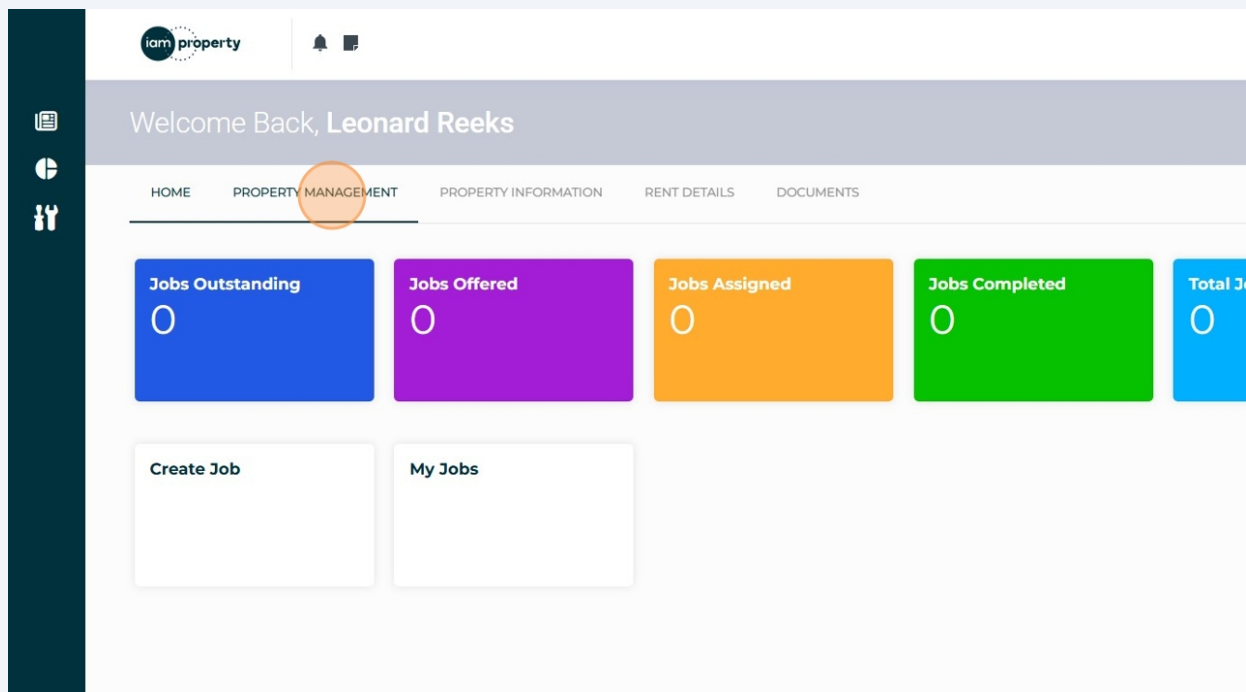
At iamproperty we're developing everything you need under one roof, one supplier relationship. With a ecos will continue to grow and evolve with your agency, and freeing you up to do what you do best.

[Find out more](#)

2 The first screen is the News feed for Tenants



3 Click "Property Management". The tenant can see all the currently in progress maintenance on the property. They can also raise new maintenance tasks from here, by clicking on the 'Create Job' option



4

Click "Property Information" this tile will show the Tenant all the information added to the Information screen in the property record.
Click the "Stopcock Location" field.

iam property

Leonard Reeks

Welcome Back, Leonard Reeks

HOME PROPERTY MANAGEMENT **PROPERTY INFORMATION** RENT DETAILS DOCUMENTS

PROPERTY ADDRESS

FULL ADDRESS
355 Yew Tree Close, Hurworth, Darlington, Durham, DL2 2HX

COUNCIL TAX BAND

ENTRY CODE

METERS

Electric Meter
Serial Number
Location

Gas Meter
Serial Number
Location

Water Meter
Serial Number
Location

Oil Meter
Serial Number
Location

INFORMATION

UK COUNCIL

REFUSE COLLECTION DAY

COLLECTION POINT

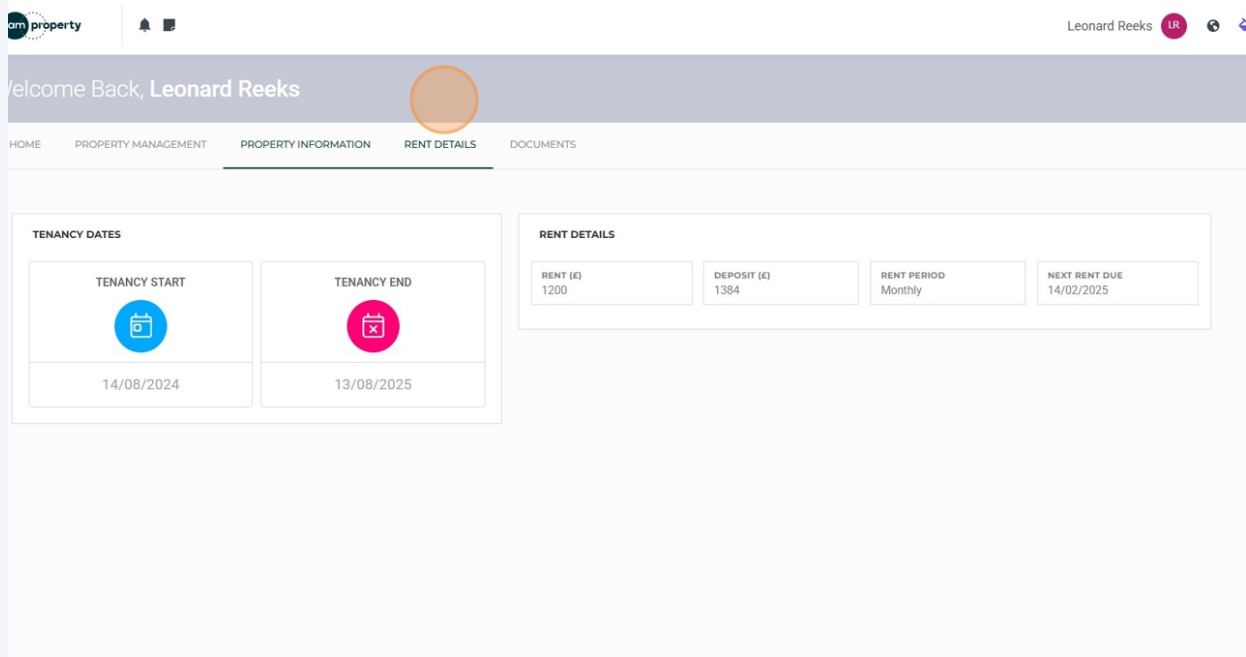
STOPCOCK LOCATION

COMMENTS, CONDITION

ACCESS INFORMATION

5

Click "Rent Details" this will show all the details about the rent, including the start and end dates of the tenancy.



Property Management System Interface - Rent Details Page

Welcome Back, Leonard Reeks

Navigation: HOME | PROPERTY MANAGEMENT | PROPERTY INFORMATION | **RENT DETAILS** | DOCUMENTS

TENANCY DATES

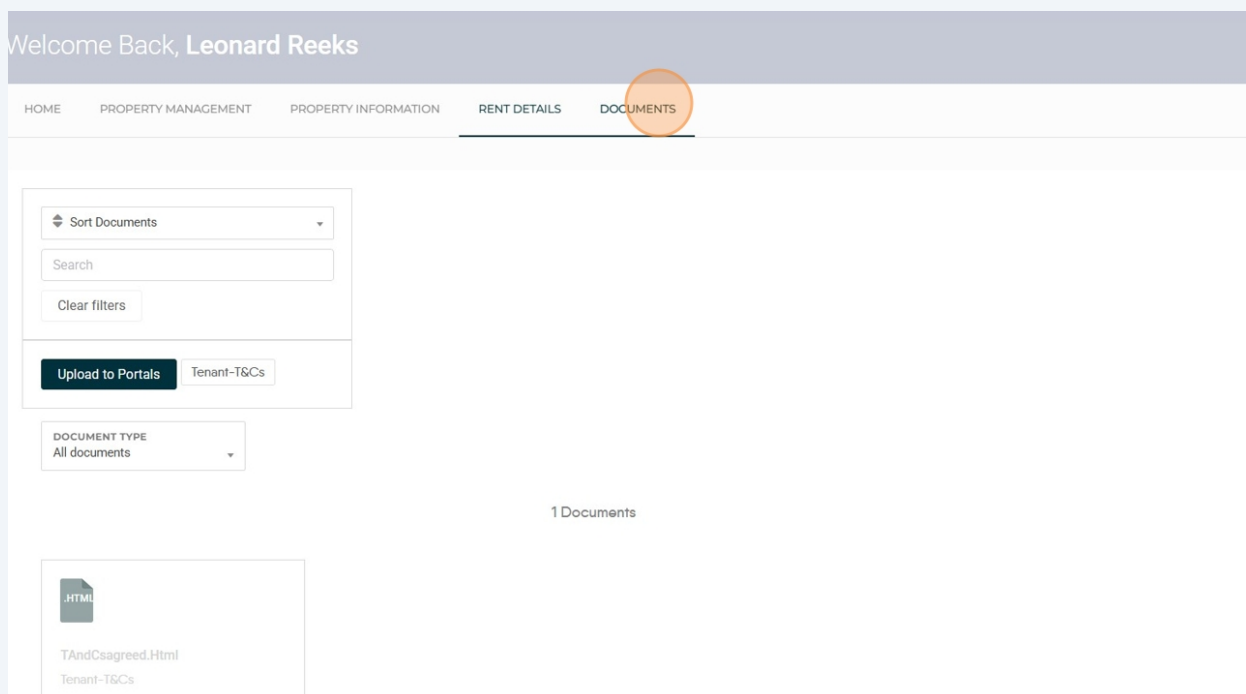
TENANCY START	TENANCY END
14/08/2024	13/08/2025

RENT DETAILS

RENT (£)	DEPOSIT (£)	RENT PERIOD	NEXT RENT DUE
1200	1384	Monthly	14/02/2025

6

Click "Documents" this will show all documents that have been uploaded to the property record or the tenant/tenancy and relate to the tenant.



Property Management System Interface - Documents Page

Welcome Back, Leonard Reeks

Navigation: HOME | PROPERTY MANAGEMENT | PROPERTY INFORMATION | RENT DETAILS | **DOCUMENTS**

Sort Documents (dropdown)

Search (input field)

Clear filters (button)

Upload to Portals (button) | Tenant-T&Cs (button)

DOCUMENT TYPE: All documents (dropdown)

1 Documents

Document List:

Document Type	Document Name
.HTML	TAndCsagreed.html Tenant-T&Cs

Log Out

7

Click name in top right corner
Click "Log out"

