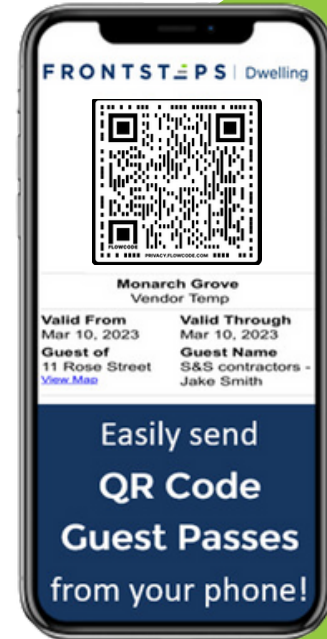


How-To Guide:

Add a guest or vendor (aka service provider) to your list and create ePasses on the mobile app

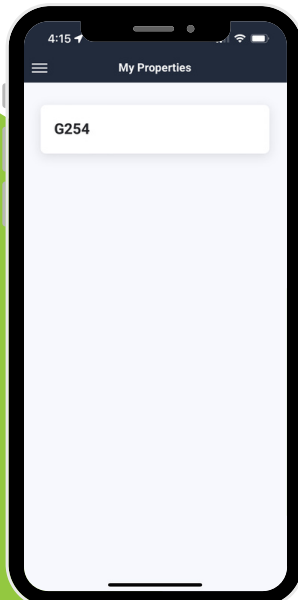
If you do not already have a FRONTSTEPS dwellingLIVE account, please contact:

Darren Brooks, REATA District Manager
720-317-2491 or browning@coloradogolfclub.com
to set up your account today.

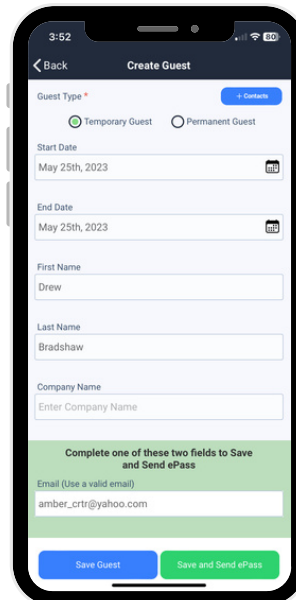


GETTING STARTED:

- 1 Download the FRONTSTEPS dwellingLIVE mobile app from the [Apple App store](#) or [Google Play store](#).
- 2 Login to your account using the same email and password that was created during the initial setup process.
- 3 Click on your desired address OR member number, then click on 'Create New Guest' located at the bottom, right side of your screen. Complete the required guest information and click 'Save and Send ePass'.



Click here



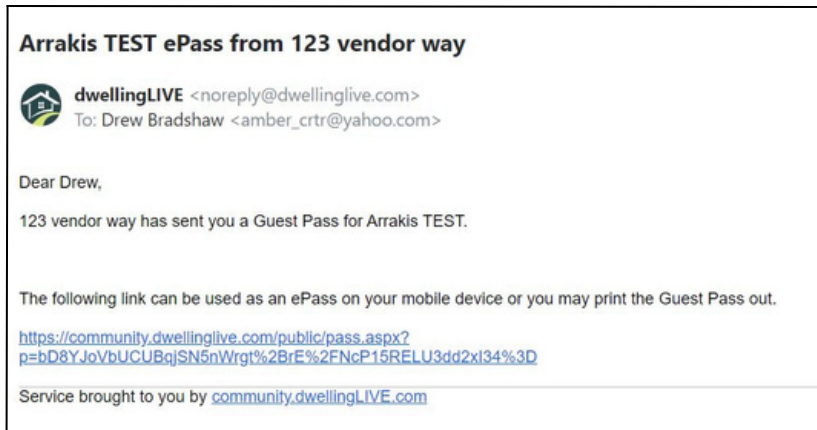
You have the option of entering the recipient's email address or phone number to create a ePass.

4

Next, you will receive a confirmation and guest overview. This is a sample of the ePass that was sent to your guest.

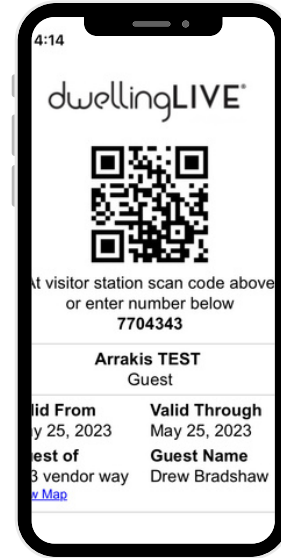
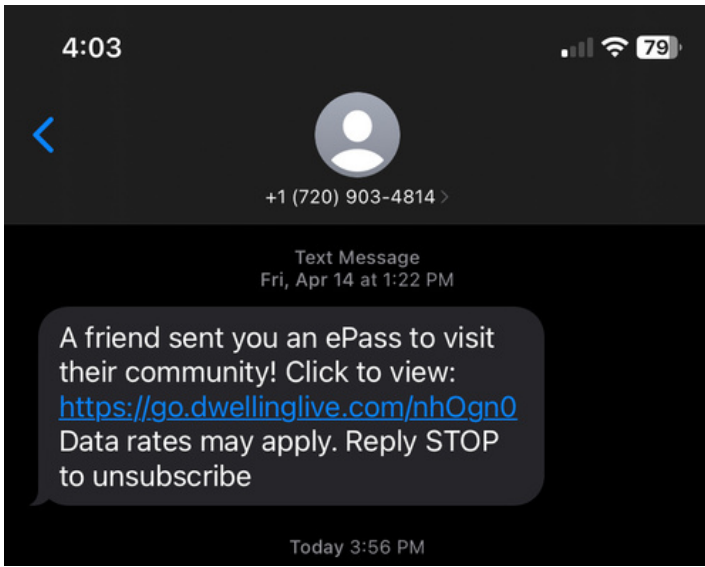


If you entered the recipient's email address, they will receive an email that looks like this:



The link within the email can be used as an ePass on their mobile device.

If you entered the recipient's phone number, they will receive a text message that looks like this:



The link within the text message will be their ePass to get inside the community.

Powered by: **FRONTSTEPS** dwellingLIVE

