



# www.patrol-one.com - your online solution for streamlined parking control management!

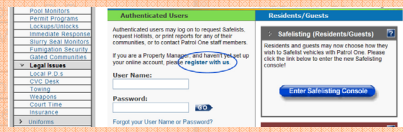


## Create an Account...

- Use your online access account to:
- Safelist new vehicles over the web, instead of having to call our offices.
  - Print a variety of online reports.
  - Create *Delegates* so your assistants, or other managers, may perform tasks for you.

To create your online access account:

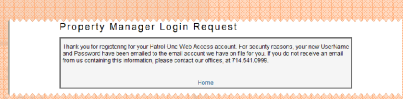
1. Click the 'register with us' link on our main page.



2. Complete the short identity verification form.



3. Your new User Name and Password will be emailed to you immediately!



4. Log in and view your Authenticated User Console!



## Online Safelisting...

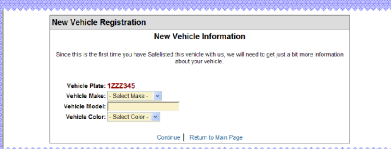
- Use Online Safelisting to:
- Safelist new vehicles over the web, instead of having to call our offices.
  - View all vehicles currently Safelisted at any of your properties.
  - Terminate existing Safelists for vehicles at your properties.

To Safelist a vehicle online, after logging in:

1. Select a property you wish to Safelist at from the *Currently Managing* bar, and select *Online Safelisting*.



2. If the vehicle does not already exist in our system, then enter the vehicle details.



3. Enter the dates for which you would like the vehicle Safelisted.



\* You may also elect to allow association residents to Safelist their own guest vehicles online! Contact us for more information.

## Online Reports...

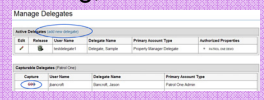
- Use Online Reports to:
- View vehicles currently on a Safelist.
  - View/Request Hotlists (comments to our field personnel) regarding any of your properties.
  - View citation and tow summaries.
  - Get complete vehicle histories from our servers.

## Delegate Accounts...

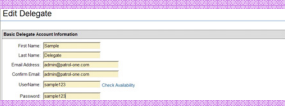
- Create Delegate Accounts to:
- Allow your assistants/Board members to use any of our of our online features on your behalf.

To create a *Delegate Account*, after logging in and selecting the *Manage Delegates* category:

1. Capture an existing, or create a new delegate.



2. Edit/Add the basic delegate account information.



3. Authorize access to individual properties.



4. Assign specific permissions for each property.

