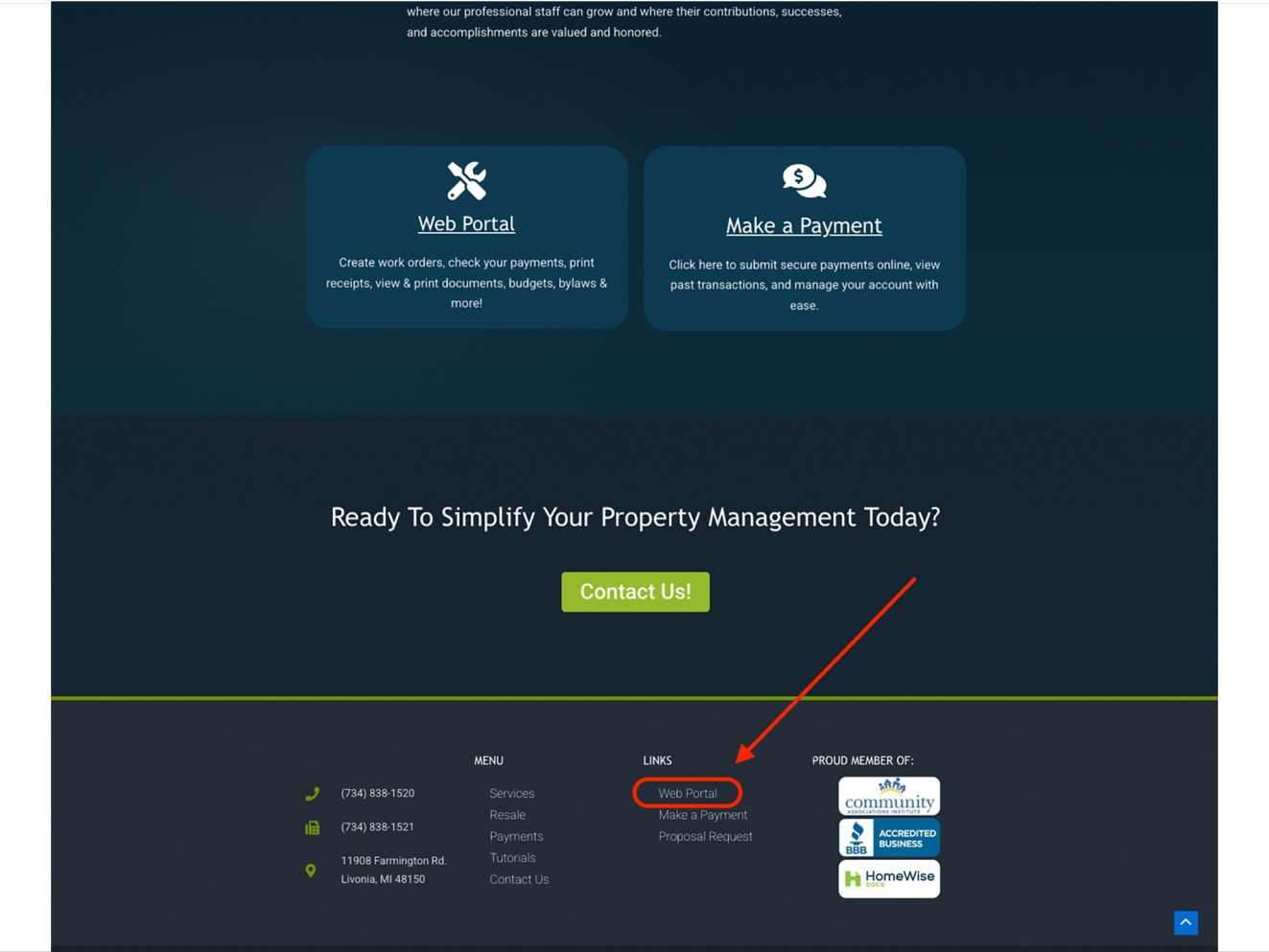


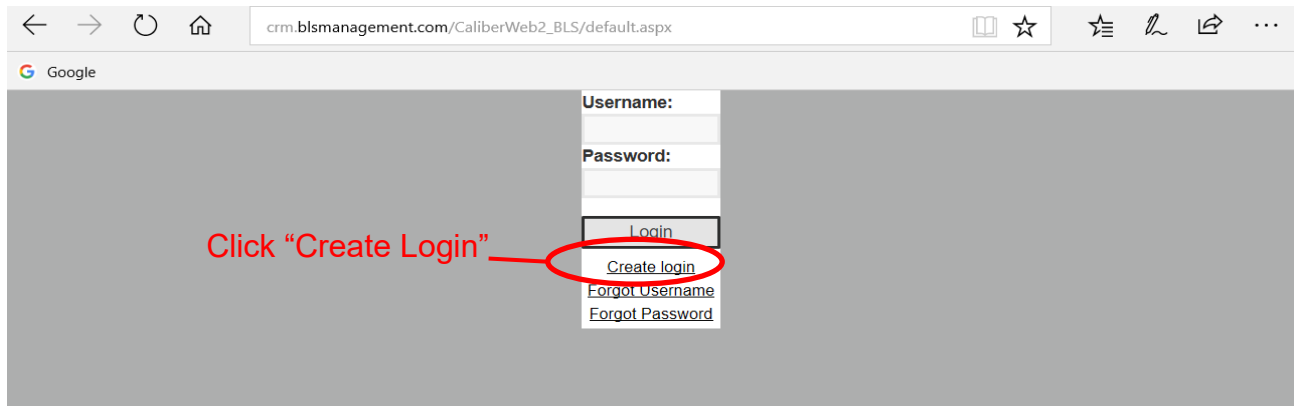
CREATE WORK ORDERS, CHECK YOUR PAYMENTS,
PRINT RECIEPTS, VIEW & PRINT DOCUMENTS, BUDGETS,
BYLAWS & MORE!

Go To: www.blsmanagement.com



First Step: From the homepage, click on the green “Web Portal Link”

Next Screen: Click “Create Login”



crm.blsmanagement.com/CaliberWeb2_BLS/default.aspx

Google

Username:

Password:

Login

Create login

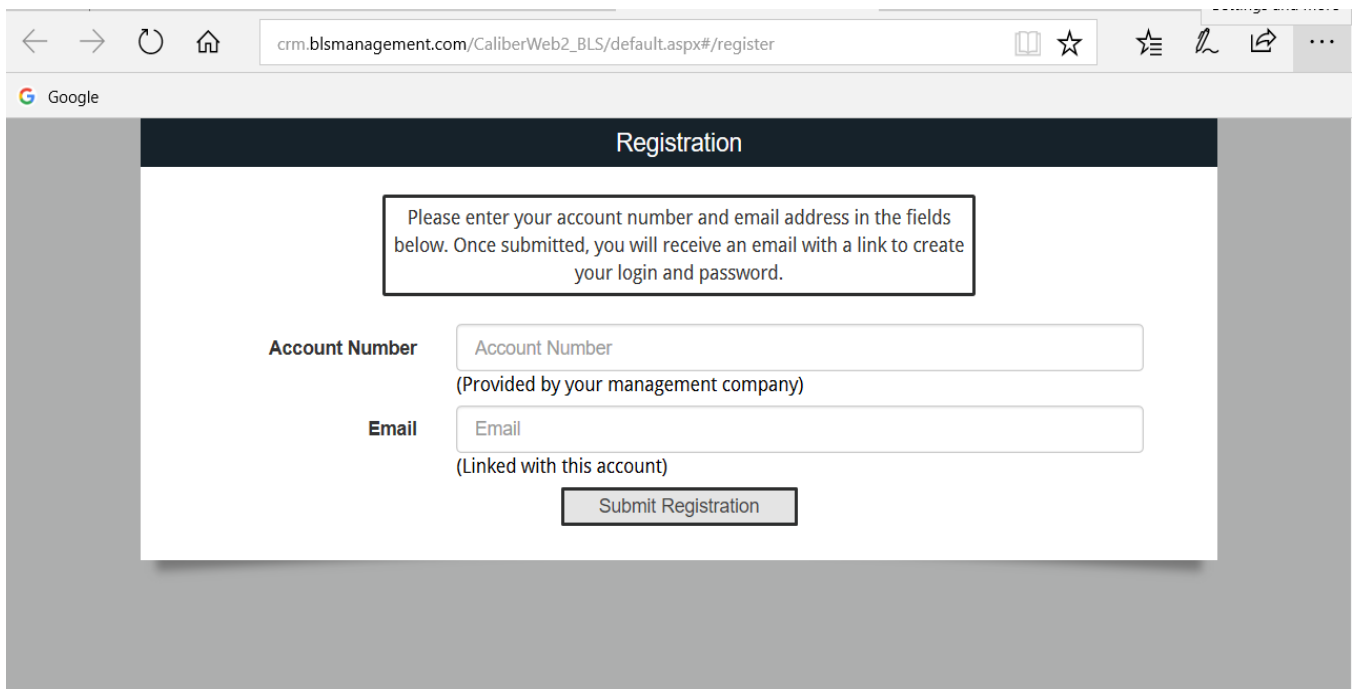
Forgot Username

Forgot Password

Click “Create Login”

Next Screen:

1. Enter your Account number, which can be found on your coupons, or you can call BLS for assistance to get your number sent to you
2. Enter the **email address you registered at the meeting** on the sign-up sheet, it must be the exact same email for this to work.
3. Click on “**Submit Registration**”



crm.blsmanagement.com/CaliberWeb2_BLS/default.aspx#/register

Google

Registration

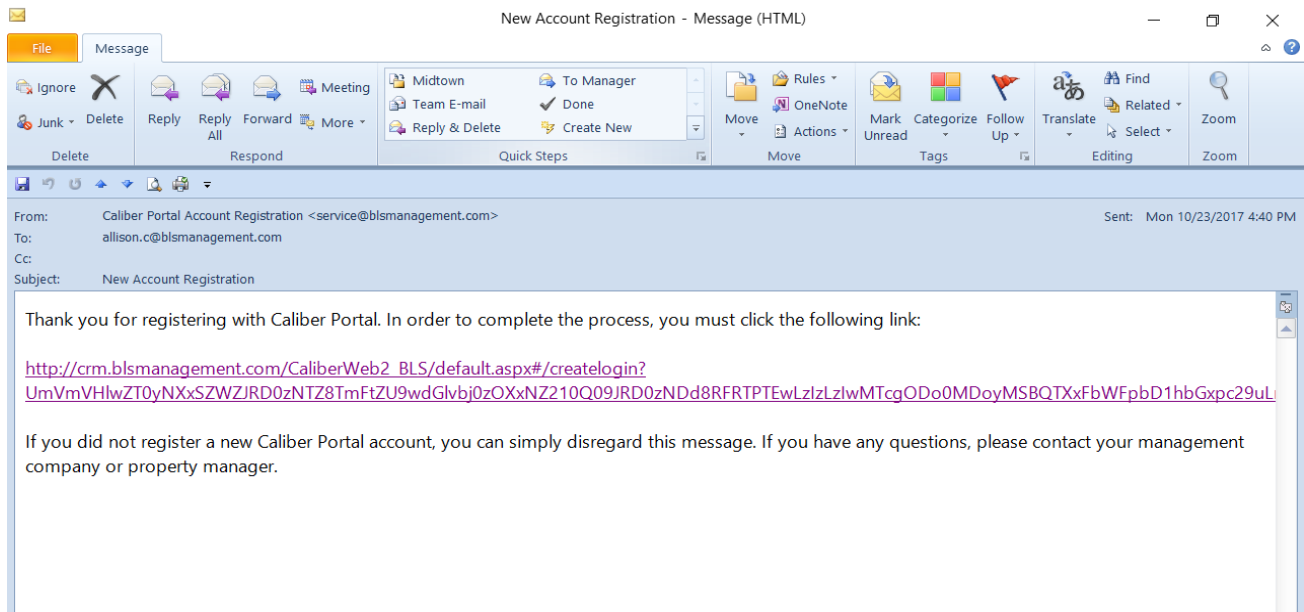
Please enter your account number and email address in the fields below. Once submitted, you will receive an email with a link to create your login and password.

Account Number
(Provided by your management company)

Email
(Linked with this account)

Next Step: An email will be sent to your registered email account. Log in to your email, and find the email from “**Caliber Portal Account Registration**”.

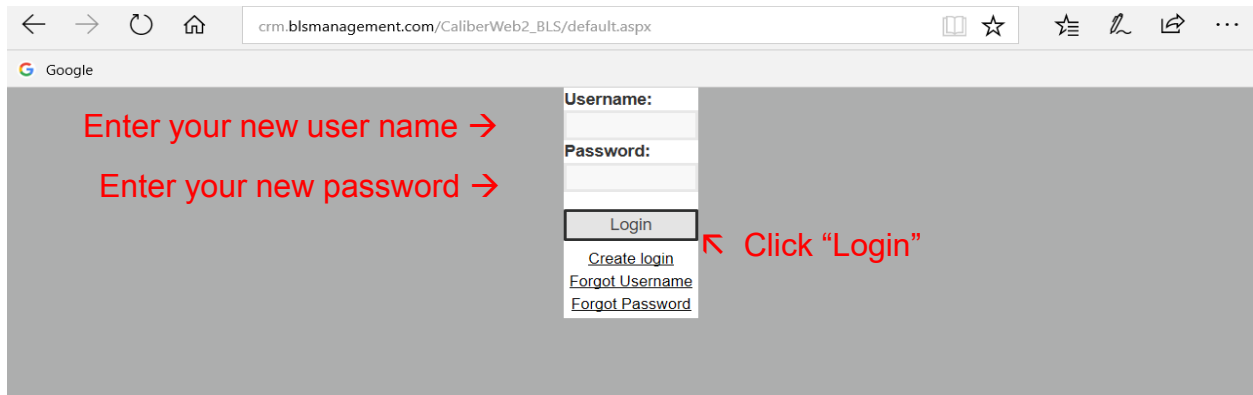
NOTE: Be sure to check your “spam” or “junk” mail boxes, sometimes your filter settings may be set to automatically move mail from unknown senders into these folders.



Next Step: Open the email from Caliber, and **click on the purple link**. This will take you to:

Next Step: Enter an easy to remember user name and password. Write it down and keep it in a safe place! Click “**Submit**”

This will take you back to:

A screenshot of a web browser showing the login page for BLS Management. The browser's address bar displays 'crm.blsmanagement.com/CaliberWeb2_BLS/default.aspx'. The page has a grey background. On the left, there are two red text prompts: 'Enter your new user name →' and 'Enter your new password →'. In the center, there is a white login form with fields for 'Username:' and 'Password:', a 'Login' button, and links for 'Create login', 'Forgot Username', and 'Forgot Password'. A red arrow points to the 'Login' button with the text 'Click "Login"'.

Final Step: Once back at the login screen, enter your new user name and your password, then click **“Login”**

You have now successfully logged into the online system!

FOR ASSISTANCE, CALL YOUR BLS MANAGEMENT PROPERTY MANAGER