

RealPage Customer Portal Self-Registration

1. Navigate to the RealPage Customer Portal at <http://www.realpage.com/clientportal>
2. Click on the “New User” button.

REALPAGE

Username

Password

Log in

Forgot your password? [New User?](#)

Pay Invoice

3. Select your Customer Number type

Customer Number Type

Select an option What's this?

Select an option

Account Number

Customer ID

OneSite Company ID

number. Site Level Account numbers will not allow for successful registration.

4. Input your customer number based on the type selected:

- **Account Number:** Found on a RealPage Invoice
- **Customer ID:** Located on a RealPage Order form
- **OneSite Company ID:** Located in OneSite

INVOICE

Invoice No	Account No	Ref. No
11101000251	A5901029569	BN70

Account Name
123 SOUTH MUNN AVE, LLC

Invoice Date	Total Due	Due	Page No
01/24/2011	750.00	Upon Receipt	1 of 1

Order Form

Customer ID	Sites	Units/Beds	Order No	Order Date	Exp Date
0901 008 523	1	100 / -	Q1102 000 032	02/25/2011	03/25/2011

REALPAGE 13support Property ID

Property	Company	CheckSite ID number	Name
13support Property 20	13support Property 20	1300000	13support Property 20
13support Property 21	13support Property 21	1300001	13support Property 21
13support Property 22	13support Property 22	1300002	13support Property 22

5. Select your desired level of access:

- **The Property Management Company**-Select this option if you work at multiple sites.
- **A single property**-Allows you to select one site you need access to.
 - i. If you opt for a single property, pick the property name from the dropdown list of associated properties with your Property Management Company.

6. Provide your contact information and proceed by clicking “submit.”

I need access to:

The Property Management Company

A single property

* Please select a property which you need access to:

Property access

* First Name

* Last Name

* Phone

Mobile

Fax

Title

* Business Functions

Select Business Func...

* Email (User Name)

Submit