

# Online Maintenance Requests





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## Home

Protect your belongings with renters insurance. [Available for purchase here.](#)

### Your Current Balance

There is nothing for you to pay.

Attention: You have a credit of \$300.00

Pay Now

Set Up Autopay

Description	Amount
Your Credits & Prepayments	-\$300.00
<b>Total Balance</b>	<b>-\$300.00</b>

### Current Lease

Lease Dates

03/01/2022 - 03/01/2023

[View lease online](#)

### Renters Insurance

Powered by AppFolio Insurance Services

Renters insurance is now available for purchase in your online portal.

Purchase Renters Insurance

[Learn More](#)

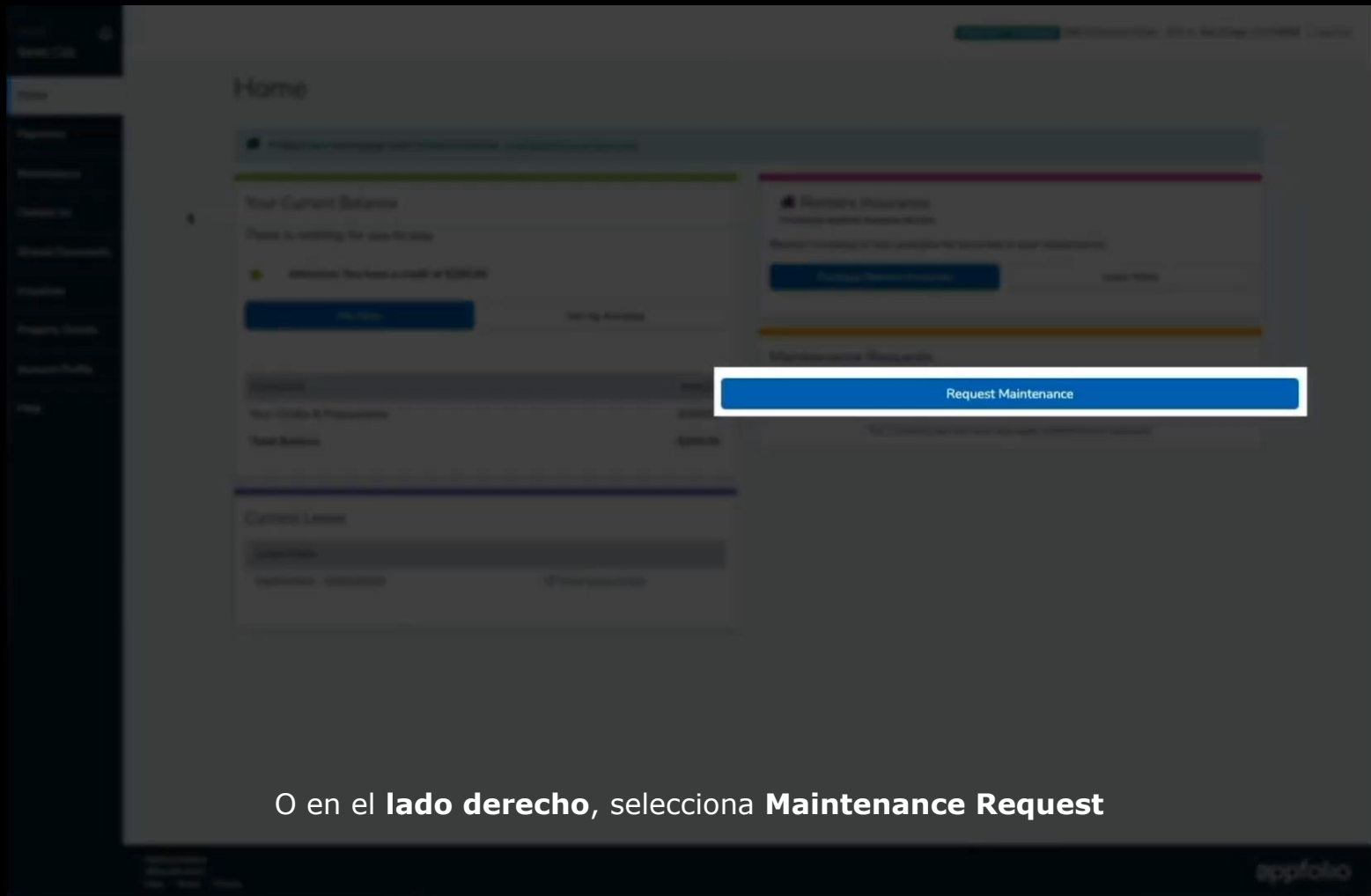
### Maintenance Requests

[Request Maintenance](#)

You currently do not have any open maintenance requests.

Ingresa a la **página principal (Main Page)** del sistema.






O en el **lado derecho**, selecciona **Maintenance Request**


## Maintenance

### Create A New Maintenance Request

 In case of water leak, call (800)-123-4567

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this more quickly. \*

(Max 950 characters)

Drag Image Files Here or  Add Images

To resolve the issue as quickly as possible, do we have permission to enter the residence if no one is there? \*

- ☐ Yes
- ☐ No
- ☐ N/A - Entry not necessary

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Submit Request

Cancel

#### Date Created

02/10/2022

#### My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234



En esta nueva página, **verifica si existe alguna nota o anotación previa** relacionada con la casa.

## Create A New Maintenance Request

**i** In case of water leak, call (800)-123-4567

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this more quickly. \*

### The 1990s

To resolve the issue as quickly as possible, do we have permission to enter the residence if no one is there? \*

- ☐ Yes
- ☐ No
- ☐ N/A - Entry not necessary

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Date Created

02/10/2022

### My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03606  
(415) 595-1234

Si hay alguna nota, aparecerá dentro del **rectángulo señalado**.

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this more quickly. \*


Front door lock jammed

(Max 950 characters)

Ingresa toda la **información de lo que se requiere** (descripción del problema o trabajo).

## Maintenance

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(Max 950 characters)

Drag Image Files Here or  Add Images

To resolve the issue as quickly as possible, do we have permission to enter the residence if no one is there? \*

- ☐ Yes
- ☐ No
- ☐ N/A - Entry not necessary

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Submit Request

Cancel

#### Date Created

02/10/2022

#### My Contact Info


Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Haz clic en **Add Images** para adjuntar fotografías



## Maintenance

### Create A New Maintenance Request

 In case of water leak, call (800)-123-4567

Tell us about the issue you are having so we can help you resolve this more quickly. \*

Front door lock jammed.

(Max 950 characters)

Drag and drop files here

To resolve the issue as quickly as possible, please select the best option that describes the issue. \*

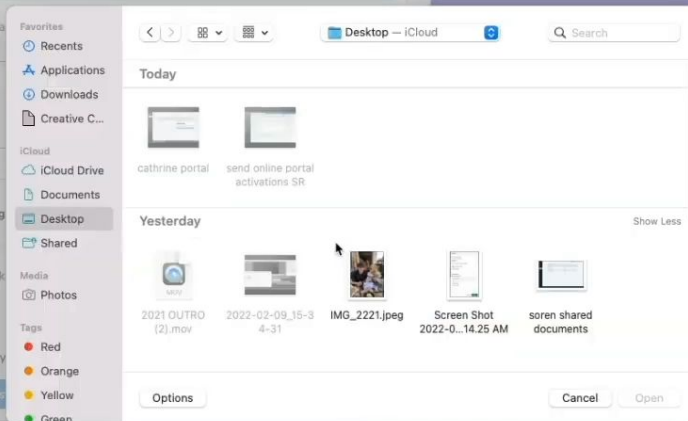
- ☐ Yes  
☐ No  
☐ N/A - Entry not necessary

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Submit Request

Date Created

02/10/2022



Selecciona las imágenes que aplica al problema.

Soren Call

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348 University Drive - 101 A, San Diego, CA 92108 | Log Out

# Maintenance

## Create A New Maintenance Request

**i** In case of water leak, call (800) 123-4567

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this more quickly. \*

Front door lock jammed.

Max 300 characters.

Drag Image Files Here or [Add Images](#)

Screen Shot 2022-02-09 at 11:14:25 AM.png - 145.86 KB

To resolve the issue as quickly as possible, do we have permission to enter the residence if no one is there? \*

☐ Yes

☐ No

☐ N/A - Entry not necessary

[Back](#) [Submit Request](#) [Cancel](#)

Date Created

02/09/2022

My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 92108  
(415) 555-1234


Selecciona si **hay permiso para entrar a la propiedad**

Appfolio

Appfolio  
800.555.4567  
Help Terms Privacy

## Maintenance


### Create A New Maintenance Request

 In case of water leak, call (800)-123-4567

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this more quickly. \*

Front door lock jammed.

(Max 950 characters)

Drag Image Files Here or  Add Images

Screen Shot 2022-02-09 at 11.14.25 AM.png - 145.86 KB

Remove

To resolve the issue as quickly as possible, do we have permission to enter the residence if no one is there? \*

- ☒ Yes  
☐ No  
☐ N/A - Entry not necessary

☒ Is there anything maintenance should know about entering the residence?

(We will do our best to accommodate your request. Max 150 characters.)

Back Next Cancel

Date Created

02/10/2022

My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Confirma el acceso y agrega **anotaciones adicionales** si es necesario

## Maintenance

### Create A New Maintenance Request



Front door code: 123

We will do our best to accommodate your request. Max 150 characters.

Front door code: 123

Front door code: 123

Front door code: 123

Front door code: 123

Front door code: 123

We will do our best to accommodate your request. Max 150 characters.

Front door code: 123

Front door code: 123

Front door code: 123

☒ Is there anything maintenance should know about entering the residence?

Front door code: 123

(We will do our best to accommodate your request. Max 150 characters.)

Front door code: 123

Front door code: 123

Front door code: 123

### Data Created

Front door code: 123

### My Contact Info

Front door code: 123

Front door code: 123

Front door code: 123

Front door code: 123

Ejemplo: **código de entrada a la propiedad**

Screen Call

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340 University Drive - 101 A, San Diego, CA 92086

Log Out

# Maintenance

## Create A New Maintenance Request

In case of water leak, call 800-123-4567

Tell us about the issue you are having. Please use as much detail as possible to help us resolve this most quickly. \*

Front door lock jammed

Drop image (Max 10MB) or Add image

Screen Shot 2022-02-09 at 11:14:25 AM.png 145 KB X2 Remove

To remove the issue on facility as possible, do not have permission to enter the residence if no one is there? \*

☒ Yes

☐ No

☐ N/A - Entry not necessary

☒ Is there anything maintenance should know about entering the residence?

Front door code 123

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Next

Cancel

Date Created

02/09/2022

My Contact Info

Screen Call

340 University Drive - 101 A

San Diego, CA 92086


(415) 555-0204

Al hacer clic en **Next**, el sistema te llevará a la sección de **horarios disponibles**.

appfolio

## Maintenance

### Create A New Maintenance Request

 In case of water leak, call (800)-123-4567

When do you want us to come in? \*

- ☒ Provide preferred times
- ☐ This is an urgent issue, as soon as possible
- ☐ Available anytime

Tell us your availability.

Select at least 3 time slots you're available.

Entering more slots, on multiple days, helps find a technician faster. If none of the time slots work, a technician will contact you directly.

MORE DAYS →

Today 02/10/2022	Tomorrow 02/11/2022	Monday 02/14/2022	Tuesday 02/15/2022
08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm
10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm
01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm

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Submit Request

Cancel

Date Created

02/10/2022

My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Seleccionar **una o varias** franjas horarias.

## Maintenance

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10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm
01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm

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Submit Request

Cancel

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02/10/2022

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348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Seleccionar **una o varias** franjas horarias.

## Maintenance

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08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm
10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm
01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm

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Submit Request

Cancel

Date Created

02/10/2022

My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Esto permite que el proveedor agende dentro de esas horas disponibles



## Maintenance

### Create A New Maintenance Request

**i** In case of water leak, call (800)-123-4567

When do you want us to come in? \*

- ☒ Provide preferred times
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Today 02/10/2022	Tomorrow 02/11/2022	Monday 02/14/2022	Tuesday 02/15/2022
08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm	08:00am - 12:00pm
10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm	10:00am - 02:00pm
01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm	01:00pm - 05:00pm

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Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Indica si el request es **urgente** o si puede programarse en **otro horario**

## Maintenance

### Create A New Maintenance Request

 In case of water leak, call (800)-123-4567

When do you want us to come in? \*

- ☐ Provide preferred times
- ☐ This is an urgent issue, as soon as possible
- ☒ Available anytime

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Submit Request

Cancel

#### Date Created

02/10/2022

#### My Contact Info

Soren Call  
348 University Drive - 101 A  
San Diego, CA 03686  
(415) 555-1234

Presiona el botón **Request**

appfolio

Soren Call

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Property Address348 University Drive - 101 A, San Diego, CA 92166

Log Out

Maintenance

Create A New Maintenance Request

In case of water leak, call (800) 123-4567

When do you want us to come in? \*

☐ Provide preferred times

☐ This is an urgent issue, as soon as possible

☒ Available anytime

Back

Submit Request

Cancel

Date Created

02/10/2022

My Contact Info

Soren Call

348 University Drive - 101 A

San Diego, CA 92166

(415) 555-1234

Processing maintenance request

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Esperar a que la solicitud se completada.

HELLO



Soren Call

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## Maintenance

### Maintenance Requests

Request Maintenance



Front door lock jammed.

Requested by You on 02/10/2022 11:58AM

Maintenance Request #5-1

This request was received 0 minutes ago.

RECEIVED

[Check Status](#) | [Request Cancellation](#)

### Closed Maintenance Requests

You currently do not have any closed maintenance requests.

Una vez procesado, podrás ver el **Maintenance Request** reflejado en tu **página de ventas** o panel principal.

appfolio Property  
Manager