

The Quickstart Guide to Using Your Owner's Portal App



Our Owner Portal mobile app makes it easy for you to keep track of your property's performance including revenue, occupancy, bookings, and much more.

Get anywhere, anytime access to the data and reports with the Owner Portal app on your iOS or Android device.

Access the Owner Portal

- **To log in to the webpage:**

Enter this web address:

(_____)

Enter your existing username

Enter your existing password

- **To access the Owner Portal:**

iOS Users: navigate to the App Store, search for and install TrackOwner

Android Users: navigate to the Google Play Store, search for and install TrackOwner

- **To log in to the Owner Portal app:**

- Enter your existing username.

Enter your existing password.

Enter this domain name:

**If you have trouble logging in, please contact our office. We'll respond to your message as quickly as we can.*

TRACK
A TravelNet Solution

Enter domain

Email address

Password

Forgot password?

Login



Explore tooltips to learn more about what each report and metric means, so you can become even more well-versed in your portfolio value.

Revenue, Occupancy, and More

- Select **Overview** for a dashboard view of real-time portfolio performance data.

Contact Us

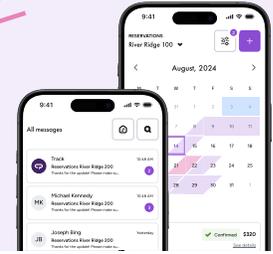


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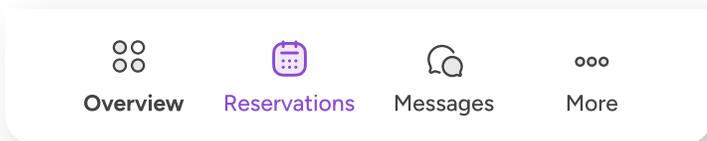
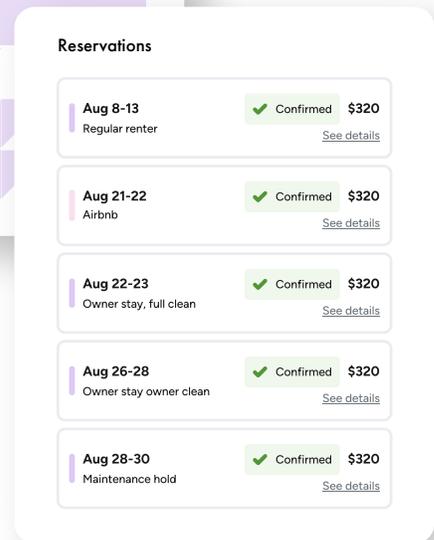
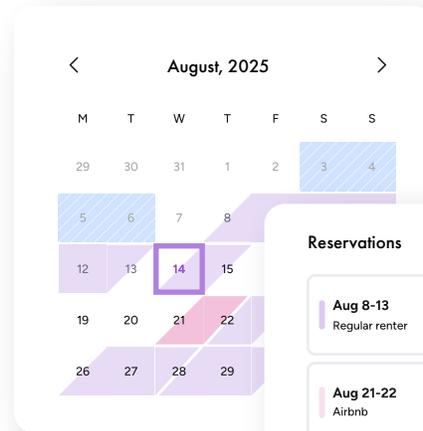
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Take Control with the **TrackOwner** app Your Ultimate Owner Portal!



Reservations

- Select **Reservations** to access at-a-glance data about unit bookings.
- See individual reservations, including check-in and check-out (via slash indicators).
- Availability and reservation information are shown all in one screen, so you don't have to toggle between screens to cross-reference data.

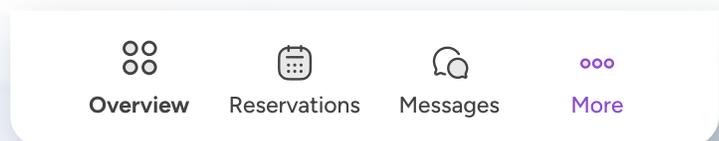


Self-Serve Reservations

- Conveniently create reservations for your family, friends, and other guests.
- No need to guess, cross-reference data, or call a property manager. You can see what's available in the calendar yourself, then select your own check-in and check-out dates.

Additional Tools

- Select **More** to access financial statements, summaries, tax forms, work orders, and other documents.



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