



# HOAMCO and CALIBER Web Portals

## With Caliber Web, you can:

- View account information
- Make online payments
- View personal compliance issues
- View maintenance requests
- Submit service requests
- Update personal profile information
- Update digital and paper mailing preferences and information
- Manage tenants/family members
- View your documents

## How do I access Caliber Web Portal?

There are two different ways to access Caliber Web Portal:

**1. Use the link on your community association website (if applicable).**

You will need to register as a new resident on the community website in order to access the Caliber Web Portal link. Please contact your Community Manager if you need assistance with this.

**2. Use the link at [www.HOAMCO.com](http://www.HOAMCO.com).**

Once you navigate to [www.HOAMCO.com](http://www.HOAMCO.com), scroll down to the bottom of the home page and click on the link that says **Caliber Portal** in the **Homeowners** menu.

You will need to register for Caliber Web Portal before you have access to your account. Once you've navigated to the login page by following one of the steps above, please follow the simple one-time registration process detailed on the next page. We hope you enjoy using Caliber Web Portal, and welcome to HOAMCO!

## Step One: Create a New Login

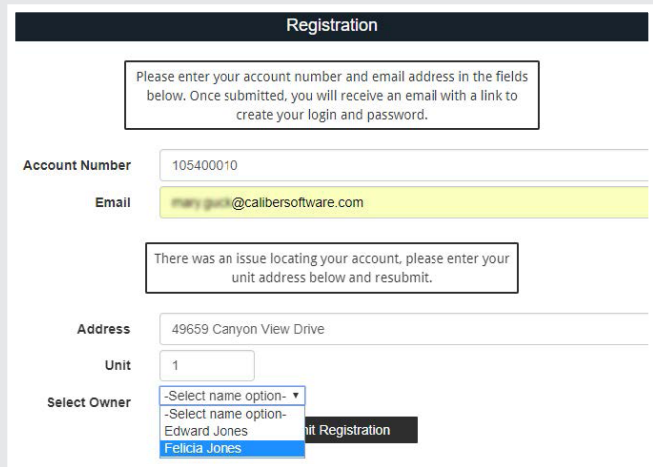
Select **Create Login** on the login screen found through the Caliber Portal link on your community association website or at HOAMCO.com.



Username:  
Password:  
Login  
Create login  
Forgot Username  
Forgot Password

## Step Two: Registration Screen

Enter your **Account Number** and the **Email Address** associated with your account, then select **Submit Registration**. If the email address is not on file with HOAMCO, you must contact your Community Manager to add your email address to the Caliber system before proceeding. If there is more than one owner, a drop down will appear allowing you to select the appropriate person. Select **Submit Registration**.



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: 105400010  
Email: mary.gard@calibersoftware.com  
Address: 49659 Canyon View Drive  
Unit: 1  
Select Owner: Edward Jones, Felicia Jones  
Submit Registration

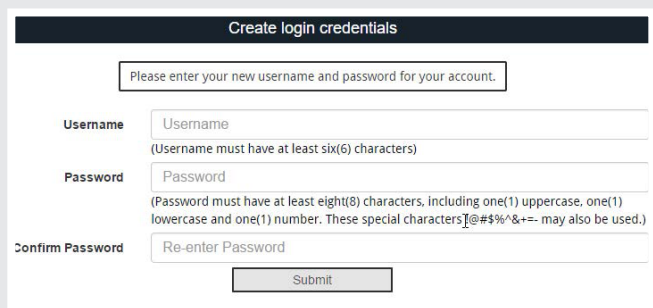
There was an issue locating your account, please enter your unit address below and resubmit.

## Step Three: Verification Email

Once you have selected **Submit Registration**, you should see a message that says: **“You will receive an email containing a link to create your login and password shortly.”** Go to your email inbox for the email address you provided and locate the email sent to you with the subject, “New Account Registration.” Then, click on the link in the email.

## Step Four: Create Username and Password

The email link will take you to a screen where you will create your login credentials. Enter your username and password of choice, then click **Submit**. You will then be redirected to the login page. You can now use the credentials you just created to login in the future. You have successfully registered for the Caliber Web Portal! Enjoy!



Create login credentials

Please enter your new username and password for your account.

Username: Username  
(Username must have at least six(6) characters)  
Password: Password  
(Password must have at least eight(8) characters, including one(1) uppercase, one(1) lowercase and one(1) number. These special characters [!@#%&'&+-=] may also be used.)  
Confirm Password: Re-enter Password  
Submit