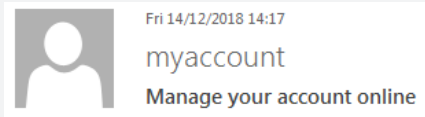


MY CHASE EVANS LANDLORD PORTAL USER GUIDE

Welcome To Chase Evans



You will be invited to use our 'Online Portal' and 'Smartphone App' from myaccount@chaseevans.co.uk.

Dear Mark Smith,

Did you know you can manage your account with us online?

As part of our ongoing commitment to provide the very best service, you can now review your details with us online - available 24/7 for your convenience.

[Click here to get started!](#)

Your account registration key is: fZ3rf4sc3

Kind regards,

Chase Evans Property Management Team



Remember and save your registration key and click to get started.



Please take a moment to open your account.

Since this is the first time you've used our online agency service, we just need to confirm a few details with you.

Full name:

Create a password

You will need your password when logging into this service in the future.

Your password must be at least 4 characters long.
Avoid using common words or something easy to guess.
We can reset your password for you if you forget it later.

Create your password:

Confirm your password:

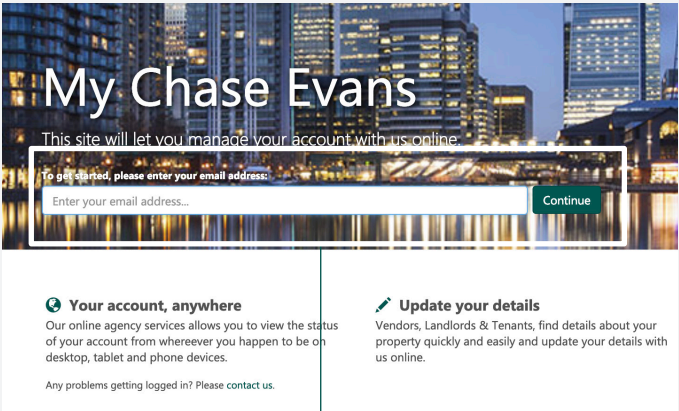
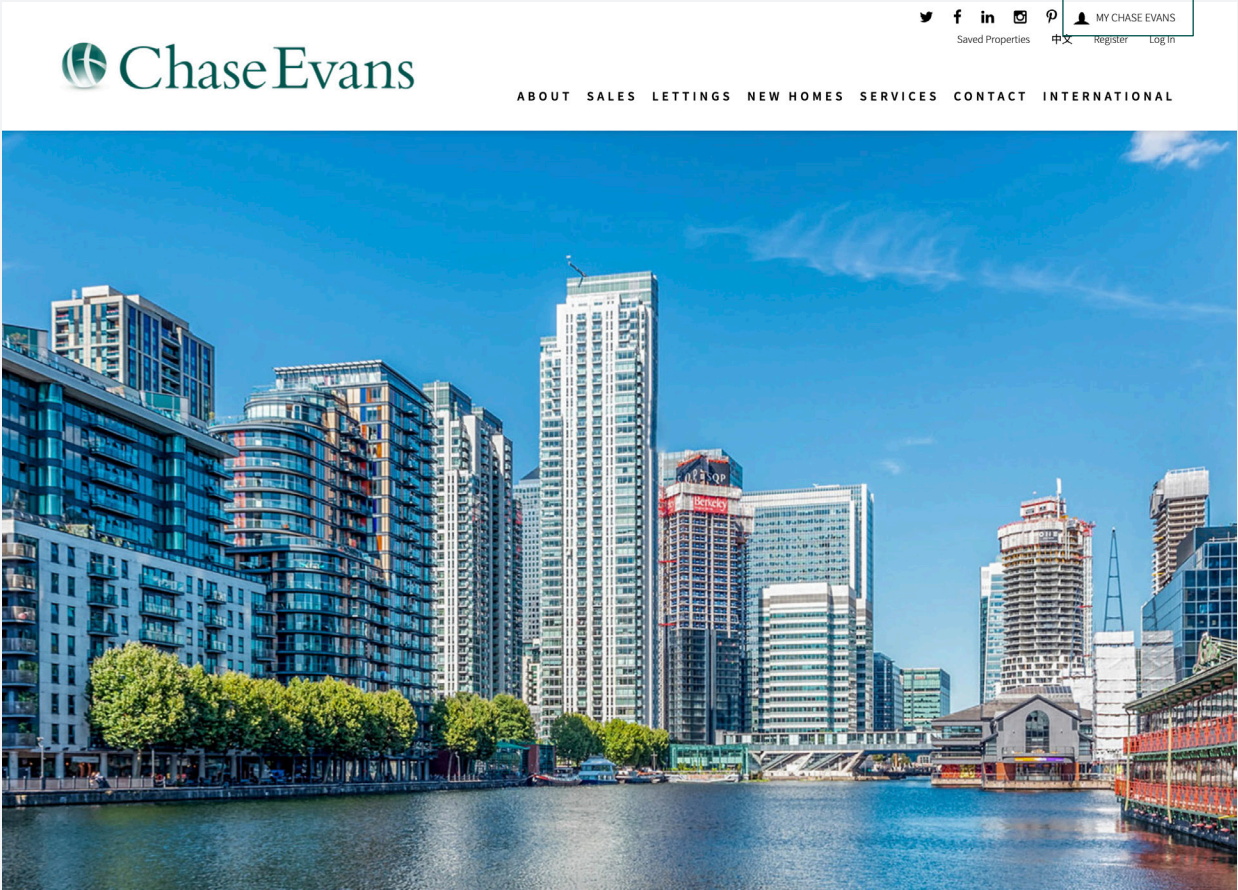
[Open My Account](#)



When you first login you will need to create your password.

Accessing The Portal

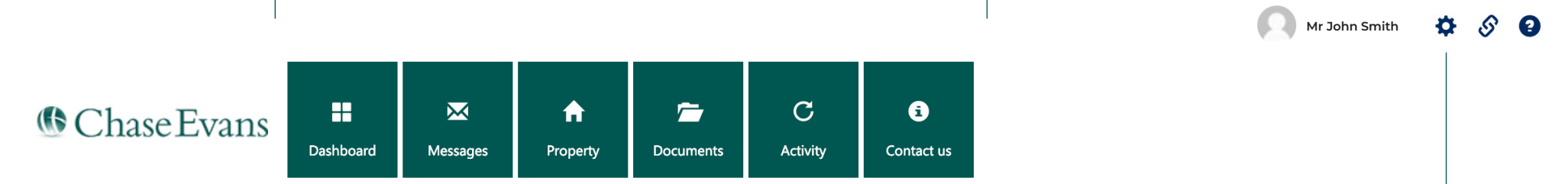
Visit www.chaseevans.co.uk and click the avatar icon with 'My Chase Evans' in the top right of the screen.



Login with your email, you will then be prompted for your password.

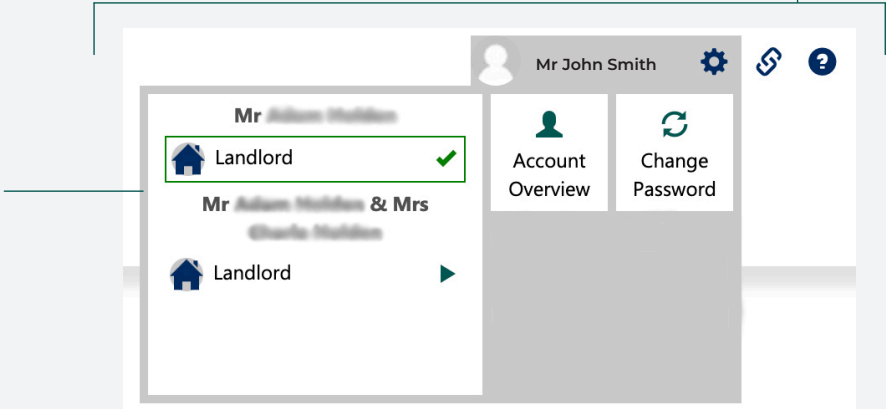
Navigation

Navigate through the portal with the icons on the top row.



In addition when you click the cog icon in the top right you will have two more options, to change your password and to navigate to your account overview.

If you have multiple companies you can select which account you are viewing with the additional navigation here.



Account Overview

Your account overview will show yours and any partner landlord details.

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Mr John Smith

User menu

Account Overview

Change Password

Update Security

Account Holders

Account overview

Email: [aholden@chaseevans.co.uk](#)

Account created: 05/09/2016

Last logged in: 07/10/2016

Change password

Mr John Smith

Address

185 Providence Square
London
SE1 2HG

Email: aholden@chaseevans.co.uk

Landline: No landline available

Mobile: No mobile available

Change Contact Details

Mr John Smith

Address

185 Providence Square
London
SE1 2HG

Email: aholden@chaseevans.co.uk

Landline: No landline available

Mobile: 02079801475

Change Contact Details

Option to change your email

Option to change your password

DashBoard

Your dashboard on desktop is different to the mobile app.
For desktop you will see an overview of 'Messages', 'Recent Activity' and 'Recent Statements'.

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Mr John Smith

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Messages

There are currently no messages.

Recent activity

18/03/2019	412 Culbalt Point Millharbour Property statement up to 18/03/2019	PDF
12/03/2019	3 Ayle Court East Lane Property statement up to 12/03/2019	PDF
18/02/2019	412 Culbalt Point Millharbour Property statement up to 18/02/2019	PDF
12/02/2019	3 Ayle Court East Lane Property statement up to 12/02/2019	PDF
12/02/2019	3 Ayle Court East Lane Property statement up to 12/02/2019	PDF
25/01/2019	3 Ayle Court East Lane Property statement up to 25/01/2019	PDF
16/01/2019	412 Culbalt Point Millharbour Property statement up to 16/01/2019	PDF
11/01/2019	3 Ayle Court East Lane Property statement up to 11/01/2019	PDF
17/12/2018	412 Culbalt Point Millharbour Property statement up to 17/12/2018	PDF
11/12/2018	3 Ayle Court East Lane Property statement up to 11/12/2018	PDF
16/11/2018	412 Culbalt Point Millharbour Property statement up to 16/11/2018	PDF

Recent Statements

	Statement date	Remittance amount	
412 Culbalt Point Millharbour	Property statement up to 18/03/2019	£1,538.33	PDF
3 Ayle Court East Lane	Property statement up to 12/03/2019	£1,516.67	PDF
412 Culbalt Point Millharbour	Property statement up to 18/02/2019	£1,538.33	PDF
3 Ayle Court East Lane	Property statement up to 12/02/2019	£662.39	PDF
3 Ayle Court East Lane	Property statement up to 12/02/2019	£662.39	PDF
3 Ayle Court East Lane	Property statement up to 25/01/2019	£0.00	PDF
412 Culbalt Point Millharbour	Property statement up to 16/01/2019	£103.80	PDF
3 Ayle Court East Lane	Property statement up to 11/01/2019	£1,516.67	PDF
412 Culbalt Point Millharbour	Property statement up to 17/12/2018	£1,538.33	PDF
3 Ayle Court East Lane	Property statement up to 11/12/2018	£1,516.67	PDF
412 Culbalt Point Millharbour	Property statement up to 16/11/2018	£1,538.33	PDF
3 Ayle Court East Lane	Property statement up to 13/11/2018	£1,516.67	PDF

12

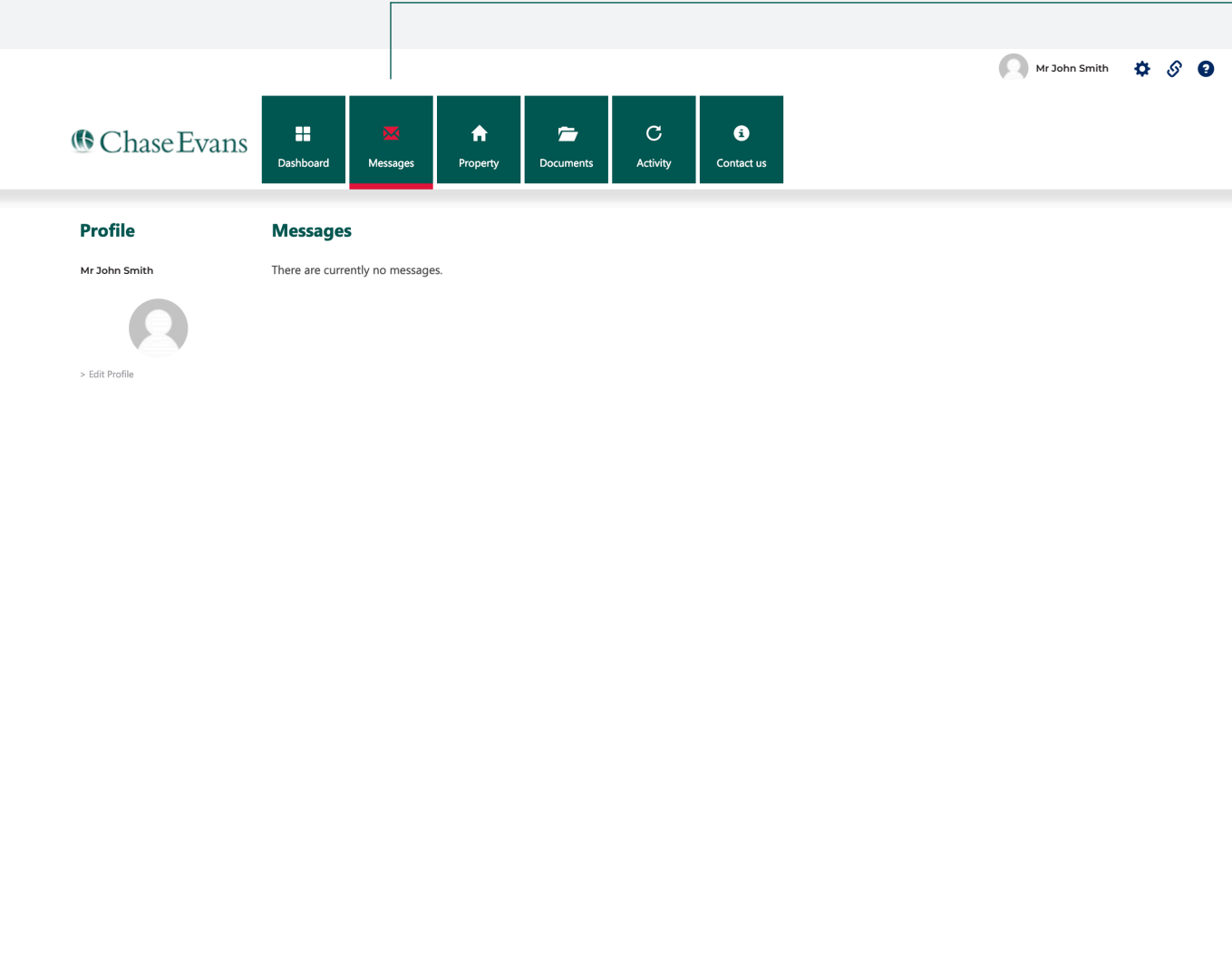
24

36

You can download relative documents from here.

Messages


Within the messages you will have messages from Chase Evans. These could include unpaid invoice reminders, property management or any other updates regarding your tenants or properties.



To view your messages click on the property tab.

Properties

Each Property will be listed along with your rental price and the status of the tenancy.
You can click into each property to access further details.



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Mr John Smith



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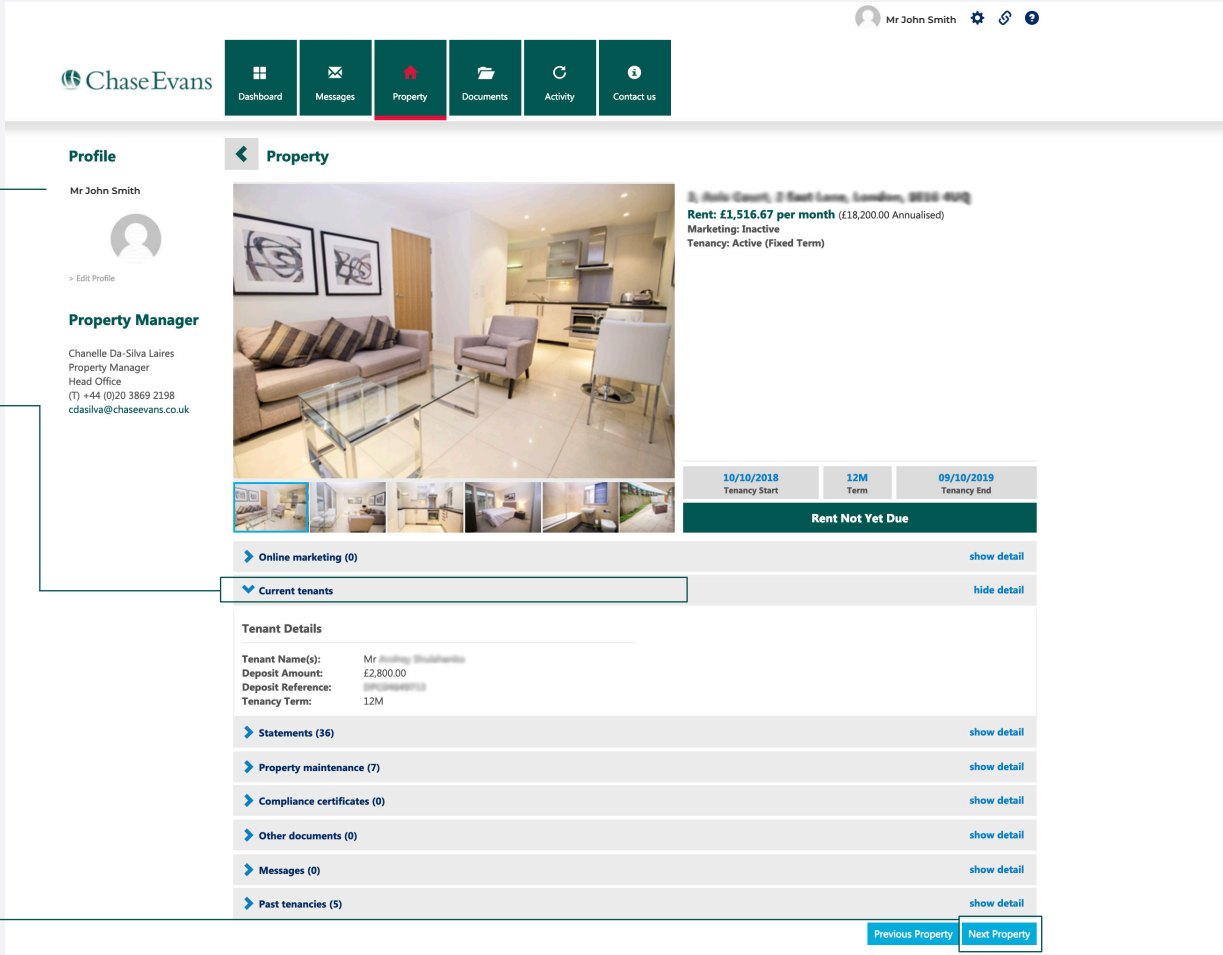
Search:

Tenancy Status: All

Address	Rent ↑↓	Tenancy Status
412 Colwell Place 2B Millharbour London E14 5BT	£1,538.33	Active (Fixed Term)
3 Aisle Court 2 East Lane London SE20 8JQ	£1,516.67	Active (Fixed Term)

To view your properties click on the property tab.

To view specific property details click the property address.



Documents

Any important documents are available for download, this may be property statements, invoices or inventory reports.

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Mr John Smith

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Search:

Name	Associated with	Category	Date	
Property statement up to 18/03/2019	452 Cobalt Point Millharbour	Statement	18/03/2019	PDF
Property statement up to 12/03/2019	3 Axis Court East Lane	Statement	12/03/2019	PDF
Property statement up to 18/02/2019	452 Cobalt Point Millharbour	Statement	18/02/2019	PDF
Property statement up to 12/02/2019	3 Axis Court East Lane	Statement	12/02/2019	PDF
Property statement up to 12/02/2019	3 Axis Court East Lane	Statement	12/02/2019	PDF
3 Axis HML.pdf	3 Axis Court, 2 East Lane, London, SE16 4UQ	Supplier Invoice	06/02/2019	PDF
3 Axis Court, HML, SC.pdf	3 Axis Court, 2 East Lane, London, SE16 4UQ	Supplier Invoice	29/01/2019	PDF
Property statement up to 25/01/2019	3 Axis Court East Lane	Statement	25/01/2019	PDF
3 Axis Court, berkely GR.pdf	3 Axis Court, 2 East Lane, London, SE16 4UQ	Supplier Invoice	25/01/2019	PDF
Property statement up to 16/01/2019	452 Cobalt Point Millharbour	Statement	16/01/2019	PDF

First

Previous

1

2

3

4

5

...

9

Next

Last

To view and download any related documents select documents on the dashboard.

Document download

Activity

The 'Activity' tab will include all work orders, statements and invoices for each of your properties. You can also download related documents for each activity.

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Recent Activity

18/03/2019	452 Cobalt Point Millharbour Property statement up to 18/03/2019	PDF
12/03/2019	3 Aulo Court East Lane Property statement up to 12/03/2019	PDF
18/02/2019	452 Cobalt Point Millharbour Property statement up to 18/02/2019	PDF
12/02/2019	3 Aulo Court East Lane Property statement up to 12/02/2019	PDF
12/02/2019	3 Aulo Court East Lane Property statement up to 12/02/2019	PDF
25/01/2019	3 Aulo Court East Lane Property statement up to 25/01/2019	PDF
16/01/2019	452 Cobalt Point Millharbour Property statement up to 16/01/2019	PDF
11/01/2019	3 Aulo Court East Lane Property statement up to 11/01/2019	PDF
17/12/2018	452 Cobalt Point Millharbour Property statement up to 17/12/2018	PDF
11/12/2018	3 Aulo Court East Lane Property statement up to 11/12/2018	PDF
16/11/2018	452 Cobalt Point Millharbour Property statement up to 16/11/2018	PDF

To view all your recent activity select the activity icon.

Document download

Contact Us

For any further questions you can find contact details for all our offices in London and across Asia.

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Contact us

Mr John Smith

Contact Us

Below is a list of our offices.
Select one to view more information.

Property Management Department

Strata Tower
10-12 Walworth Road, London
SE1 6EE

Telephone
Tel - +44 (0)20 3869 2191
Fax -
Email - propertymanagement@chaseevans.co.uk

Accounts Department

Strata Tower
10-12 Walworth Road, London
SE1 6EE

Telephone
Tel - +44 (0)20 3869 2192
Fax -
Email - statements@chaseevans.co.uk

Renewals Department

Strata Tower
10-12 Walworth Road, London
SE1 6EE

Telephone
Tel - +44 (0)20 3869 2193
Fax -
Email - renewals@chaseevans.co.uk

Singapore Office

One Raffles Quay
Level 25, North Tower
Singapore 048583

Sales & Lettings
Tel - +65 6622 5570
Fax -
Email - singapore@chaseevans.com.sg

Hong Kong Office

20/F The Galleria
9 Queen's Road Central
Central, Hong Kong

Sales & Lettings
Tel - +852 3189 7093
Fax -
Email - hongkong@chaseevans.com.hk

London Offices

Sales & Lettings
London
UK

City Office
Tel - +44 (0)20 7488 2777
Fax -
Email - city@chaseevans.co.uk

Pan Peninsula Office
Tel - +44 (0)20 7536 7900
Fax -
Email - panpeninsula@chaseevans.co.uk

Docklands Office
Tel - +44 (0)20 7510 8444
Fax -
Email - docklands@chaseevans.co.uk

Greenwich Office
Tel - +44 (0)20 8853 5499
Fax -
Email - greenwich@chaseevans.co.uk

Elephant & Castle Office
Tel - +44 (0)20 3869 2888

All our contact details can be found in 'Contact Us' tab.

