

SYNERGY



REAL ESTATE GROUP INC.

Dear Homeowner:

We would like to turn your attention to your Homeowner's Portal. You have the capability to pay your dues online, view and update your homeowner information, view account information, compliance violations, maintenance issues, and association documents.

It is easy to get started:

1. Go to **www.sregtn.com**
2. Go to the HOA Members tab.
3. Select the Portal Login; this will take you to a new page.
4. Click, Register for a login.
5. Follow the instructions by entering your email and your 10-digit homeowner account number which can be found on your coupon book, statement, or by contacting Synergy. (Please do not include any dashes or spaces.) ****If you have multiple properties you will be able to set up an account for each one of them using the account number.****
6. Go to your email and follow the email instructions.
7. Once you have setup your personal login information, you will be able to see your account information, make a payment, request maintenance work orders, and much more.

If you forgot your username or password, simple follow these steps:

1. Go to **www.sregtn.com**
2. Go to the HOA Members tab.
3. Select the Portal Login; this will take you to a new page.
4. Click, Forgot your username or password.
5. Follow the instructions and then an email will be sent to you with your information.

We are certain that this portal will be a great aid in helping you know about your homeowner's account such as if we received your payment, making payments online, seeing if a work order has been issued, what the violation on your account is and much more.

Should you have any questions or concerns, feel free to contact Synergy at 615-425-2168 or email us at office@sregtn.com.

Kindest Regards,

The Synergy Team