## WELCOME TO TOWNSQ!

Below are the steps to get set-up on the new TownSQ:

- You will need to register online before you can utilize the smartphone app. Please note, in order to register you will need your Associa Account number.
  - Go to <u>https://app.townsq.io/login</u> on your computer and scroll all the way to the bottom where you will see the "Need to Register?" prompt that new users will need to select.
  - Enter your Associa Account number and Zip Code. You can email <u>Nick.Hensley@associa.us</u> or <u>Brandywinehoaboard@gmail.com</u> to request your account number.
  - Once you have the correct info entered into the prompts then you will need to Register your account with an email and password.
- Now that you have created an online account. You can download the TownSQ app from the App Store on your smartphone. You will log in to the app using the same email address and password created online.

If you have any additional questions or need any help with the set-up process then please contact Nick Hensley at Associa Tennessee via email or phone.

Email: Nick.Hensley@associa.us

Phone: 615-775-9027