

1. Log in to your Spectrum Account

Riverwalk Property Owners Association

Dashboard For Homeowners Pay Assessments Amenities For Board Members Selling A Home ACC Review Onli

Contact Us Board Member Candidate Profile ACC ARC Candidate Solicitation Form

Documents

Head to the governing documents folder to see information on:

- How the board operates
- Community-specific rules and regulations
- Association policies

The Homeowners' Financial folder is where you can find information on the association's:

- Budget
- Income

2. Put your cursor over "Amenities" and an option titled "Your Amenities" will show. Click on this option.

Amazon.com: iPhone 13 pro... My Account | Homeowners Ass... Documents - Riverwalk Propen... +

spectrum.cincwebaxis.com/cinc/documents/

Imported From IE AllPay Login Treasury Gateway® Cigna Webmail - Login TX Child Support C3 Training Database FE Map locator Veritas/CBRE/GRMS... Coupa Supplier Portal Mello All Bookmarks

Riverwalk Property Owners Association KW Karen Wahl

Dashboard For Homeowners Pay Assessments Amenities For Board Members Selling A Home ACC Review Online Voting

Contact Us Board Member Candidate Profile ACC ARC Candidate Solicitation Form **Your Amenities**

Documents

Head to the governing documents folder to see information on:

- How the board operates
- Community-specific rules and regulations
- Association policies

The Homeowners' Financial folder is where you can find information on the association's:

- Budget
- Income
- Expenses
- Other financial information

3. The window below will open, click on the blue button titled "Sign Waiver".

Riverwalk Property Owners Association

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Your amenity access device will grant you access to the park and the lake.

Amenity Device Not Working?
If the amenity device does not respond when placing it on the reader with a green light or you don't hear a beep during pool hours the card may be demagnetized or no longer registered. Reset your access card on the waiver form.

[Sign Waiver](#)

Need to Purchase a Device?

[Order Device](#)

4. The window below will open and you will need to complete all the fields marked with a red *.

The screenshot shows a web form on the Spectrum HOA website. The form is titled "Amenity Access Waiver" and contains several sections. The following fields are highlighted with red circles to indicate they are required:

- Resident Name *
- What Community Do You Live In? *
- Property Address *
- Mailing Address (Address Line 1, City, State, Zip Code)
- Ownership Status * (Property Owner or Tenant)
- Email *
- Type of Device Requesting *

Other fields include "Comments" and a "Submit" button.

5. When you click on the drop down arrow in the field titled “Type of Device Requesting”, the window below open – the correct selection is “Pool”.

This screenshot shows the same form as above, but with the "Type of Device Requesting" dropdown menu open. The dropdown menu is highlighted with a red box, and a red arrow points to the "Pool" option, which is the correct selection. The dropdown menu lists the following options:

- Gate
- Pool
- Gate & Pool

The "Submit" button is visible at the bottom of the form.

6. Once “Pool” is selected in the “Type of Device Requesting” field, it will open up the information below. In the field marked “Device #(s)”, this is where the card number(s) will need to be entered.

The screenshot shows the Spectrum Association Management website interface. At the top, there is a navigation bar with the Spectrum logo and links for Homeowners, Board Members, Industry Professionals, and Knowledge Base. A yellow button labeled "Discover The D" is on the right. Below the navigation bar, the "Ownership Status" section has radio buttons for "Property Owner" (selected) and "Tenant". The "Email" field is empty. The "Type of Device Requesting" dropdown menu is set to "Pool". Below this, the "Pool Access Agreement" section has radio buttons for "Purchasing New Device(s)" (selected) and "Renewing Existing Device(s)". The "Device #(s)" field is highlighted with a red box and contains a note: "Please note, if you have selected the 'purchase new devices' option, and you are filling this form out at home, please disregard. This option is for in-office use only." Below the form, there is a "POOL ACCESS AGREEMENT" section with text explaining the agreement, an "EFFECTIVE DATE" field, a "CONSIDERATION AND RECEIPT" section, and an "AUTHORITY" section.

7. After the card numbers have been entered, scroll down through the remaining information until you see “Acknowledgement”. Complete the red * items and click the “Submit” button. This should complete the registration of the card.

The screenshot shows the "Acknowledgement" section of the Spectrum Association Management website. It begins with the text: "I, undersigned, Grantee of property address, have read and agree to the terms, conditions, covenants, and warranties outlined above." Below this, there are three fields: "Signature*" (with a red circle around the asterisk), "Legal Name*" (with a red circle around the asterisk), and "Date*" (with a red circle around the asterisk). The "Date" field shows "2/26/2024". At the bottom, a blue "Submit" button is highlighted with a red box.