

What Can You Do with QProperty?

QProperty connects every completed job to the history of the correct property or unit.

One QR code gives you **two options**:



Submit Completed Work

Select “**Submit Completed Work**” to document maintenance, repairs, and other completed services.



Review the Property History

Select “**View Completed Work by Apartment**” to request the recorded information by text message.



You can also review the photos attached to completed work records.

Support and Downloads

Need help using QProperty?



Phone
(407) 723-6303



Email
Support@QProperty.net



Download this guide at:
QProperty.net



QPROPERTY



QPROPERTY

One Scan. The Full Work History.

Log completed work, attach photos, and retrieve each unit's information from one QR code.



Scan the
QR code
to try it out.

Process 1

Quick-Start Guide

Submit Completed Work



1 Scan the QR code

Open your phone's camera and scan the code assigned to the property or unit.



2 Select the first option

Tap **"Submit Completed Work."**



3 Enter the password

Use the authorized password to open the work submission form.



4 Identify the unit

Select the correct building and enter the exact apartment or unit number.



5 Complete the form

Describe the work performed, enter the service date, and provide your full name.



6 Attach photos and submit

Add clear photos of the completed work, review the information, and tap **"Submit."**



Every submission becomes part of the unit's ongoing history.

Process 2

Quick-Start Guide

Review Completed Work



1 Scan the QR code

Open your phone's camera and scan the code assigned to the property or unit.



2 Select the second option

Tap **"View Completed Work by Apartment."**



3 Enter the unit information

Select the building and type the exact apartment or unit number.



4 Provide your contact information

Enter a mobile number that can receive text messages and provide your full name.



5 Submit your request

Review the information and tap **"Submit."**



6 Check your text messages

The requested information will be sent by SMS. You will be able to review the available unit history, completed work records, and attached photos.



Accurate Information Matters

To retrieve the correct history, enter the apartment or unit number exactly as it appears in the system.

Before You Submit

- ✓ Select the correct building.
- ✓ Include all applicable numbers, letters, and hyphens.
- ✓ Check for typing errors or extra spaces.
- ✓ Use a phone number that can receive SMS messages.
- ✓ Attach clear photos related to the completed work.
- ✓ Review the information before tapping "Submit."



What happens when the information cannot be found?

Check the building, unit number, and phone number you entered. Correct any errors and submit the request again.



For assistance, call
(407) 723-6303