

Instructions for Registering on the CommunityPro Portal

Your **Account Number is 16 digits** and will be required to complete your registration. Your email address, a case-sensitive user name, and a password of your choice is then followed by your Sentry Management sixteen-digit account number.

Your partial account number is shown on official mailers that you have received from Sentry Management. On each mailer coversheet, just above your name and address, it reads: CS 95 005230 XXXXXX. The last six digits are your unique number. For CommunityPro Registration, your sixteen-digit account number includes five leading zeros, followed by 5230, followed by your unique number, as shown here:

000005230xxxxxx

If you cannot locate or determine your account number, call Sentry Management at 208-323-1080 and someone will assist you.

Once you have your account number, follow these three simple steps to register:

- 1) Navigate to <https://accesssentrymgt.com/dx/sentrywp/index.html>
- 2) Click on ***New User Registration***
- 3) Proceed to setup your new user info as directed*

*PLEASE NOTE: Your USER ID and PASSWORD are both case-sensitive!