



How to Create a New Property Manager Account

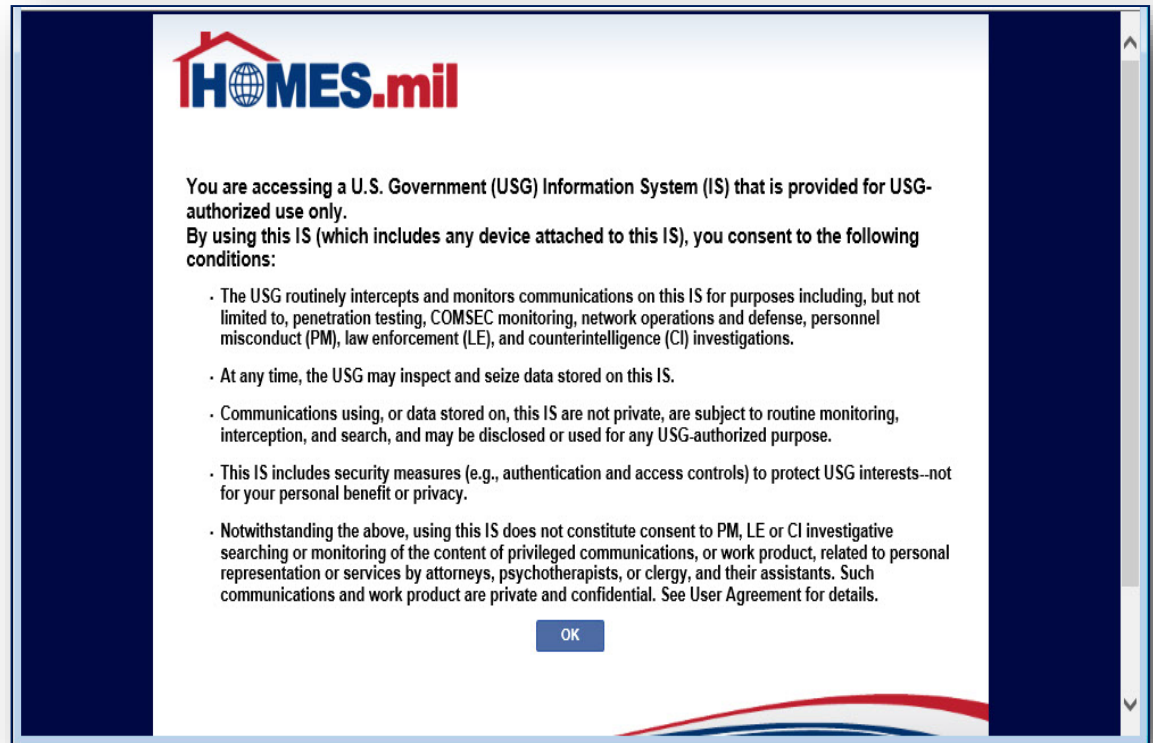



The following are guidelines to create a new HOMES.mil account.

Create an Account

When you first access
www.HOMES.mil,
you will see this
disclosure page.

Read this information
and then select **OK** if
you agree to the
disclosure and consent
statements.

A screenshot of a web browser window displaying the HOMES.mil disclosure page. The page has a white background with a dark blue header and footer. The HOMES.mil logo is at the top left. Below the logo, there is a paragraph of text and a list of conditions. At the bottom center, there is a blue button with the text "OK".



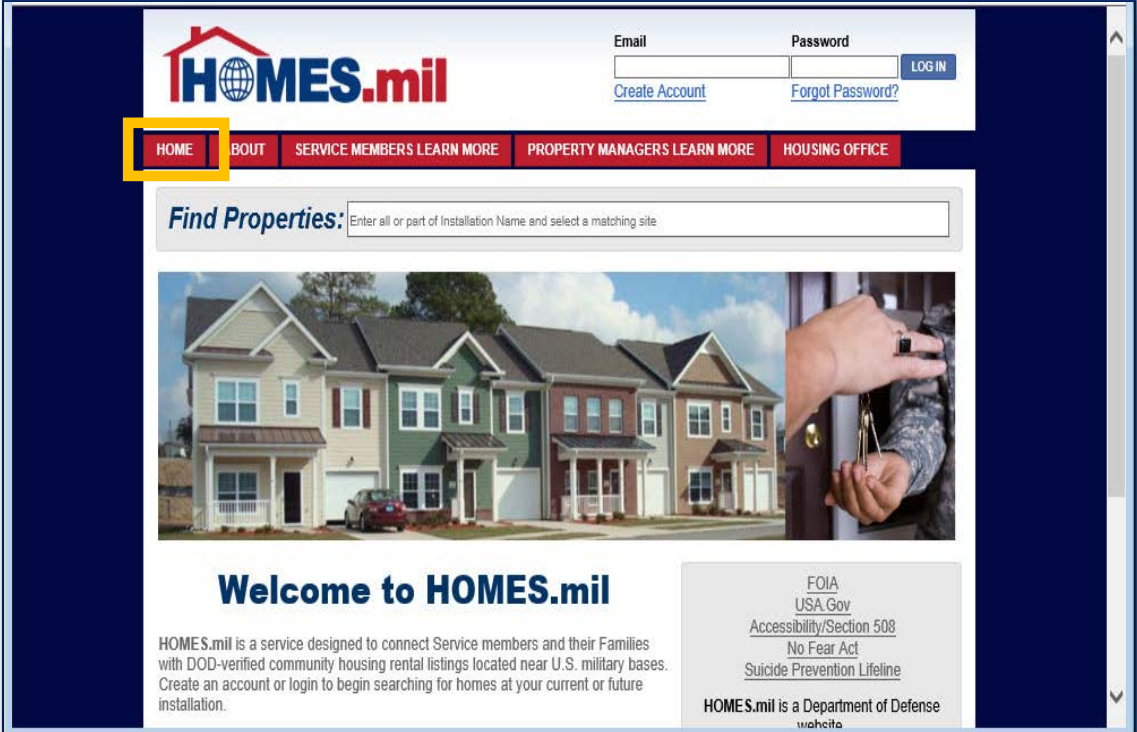
You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.
By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Create an Account

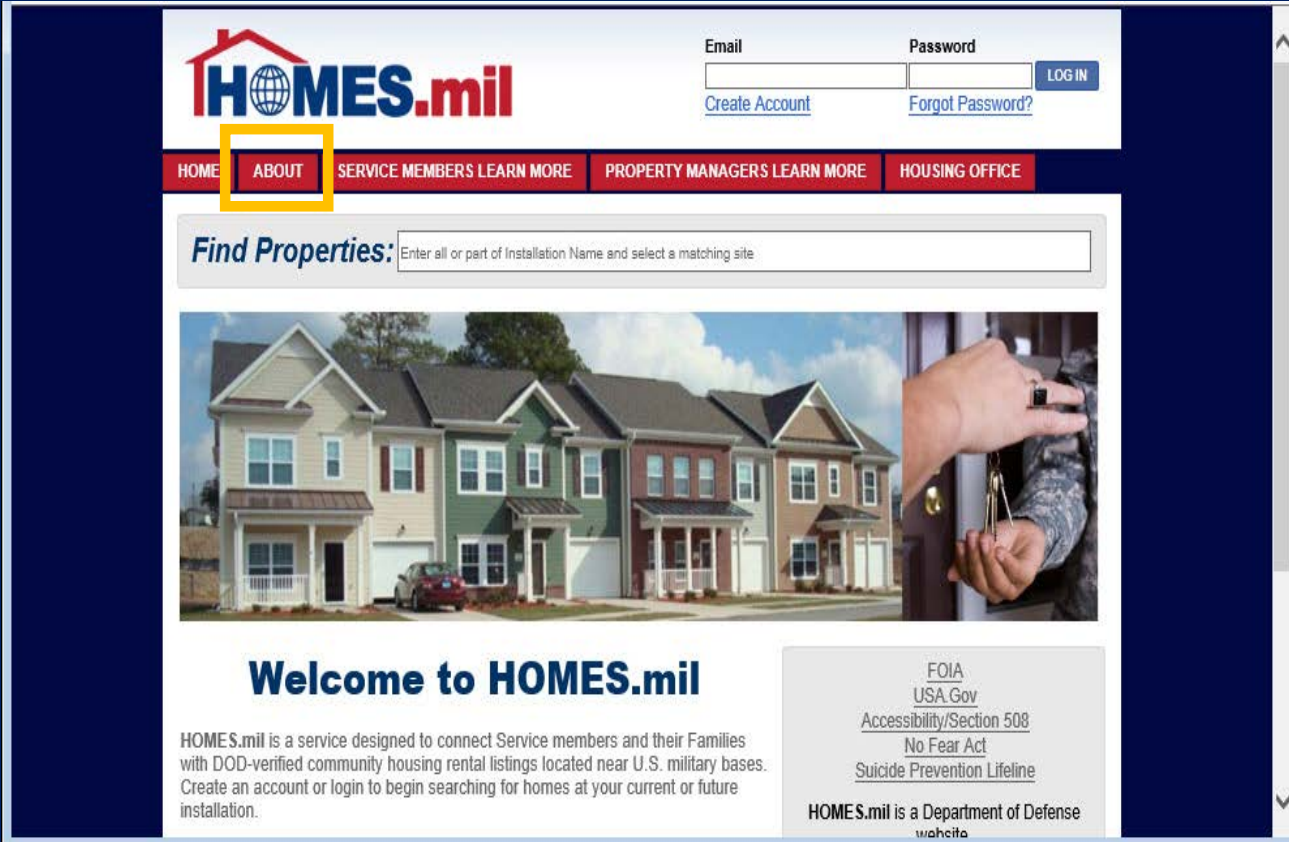
This is the Welcome to HOMES.mil page.

You can return to this screen at any time by clicking the **HOMES.mil logo** or the **HOME** tab.

A screenshot of the HOMES.mil website interface. At the top left is the HOMES.mil logo. To its right are input fields for "Email" and "Password", a "LOG IN" button, and links for "Create Account" and "Forgot Password?". Below this is a navigation bar with tabs: "HOME" (highlighted with a yellow box), "ABOUT", "SERVICE MEMBERS LEARN MORE", "PROPERTY MANAGERS LEARN MORE", and "HOUSING OFFICE". The main content area features a search bar labeled "Find Properties:" with the placeholder text "Enter all or part of Installation Name and select a matching site". Below the search bar is a large image showing a row of colorful townhomes and a close-up of a hand holding keys. Underneath the image is the heading "Welcome to HOMES.mil" and a paragraph: "HOMES.mil is a service designed to connect Service members and their Families with DOD-verified community housing rental listings located near U.S. military bases. Create an account or login to begin searching for homes at your current or future installation." To the right of this text is a list of links: "FOIA", "USA.Gov", "Accessibility/Section 508", "No Fear Act", and "Suicide Prevention Lifeline". At the bottom right, it states "HOMES.mil is a Department of Defense website".

Create an Account

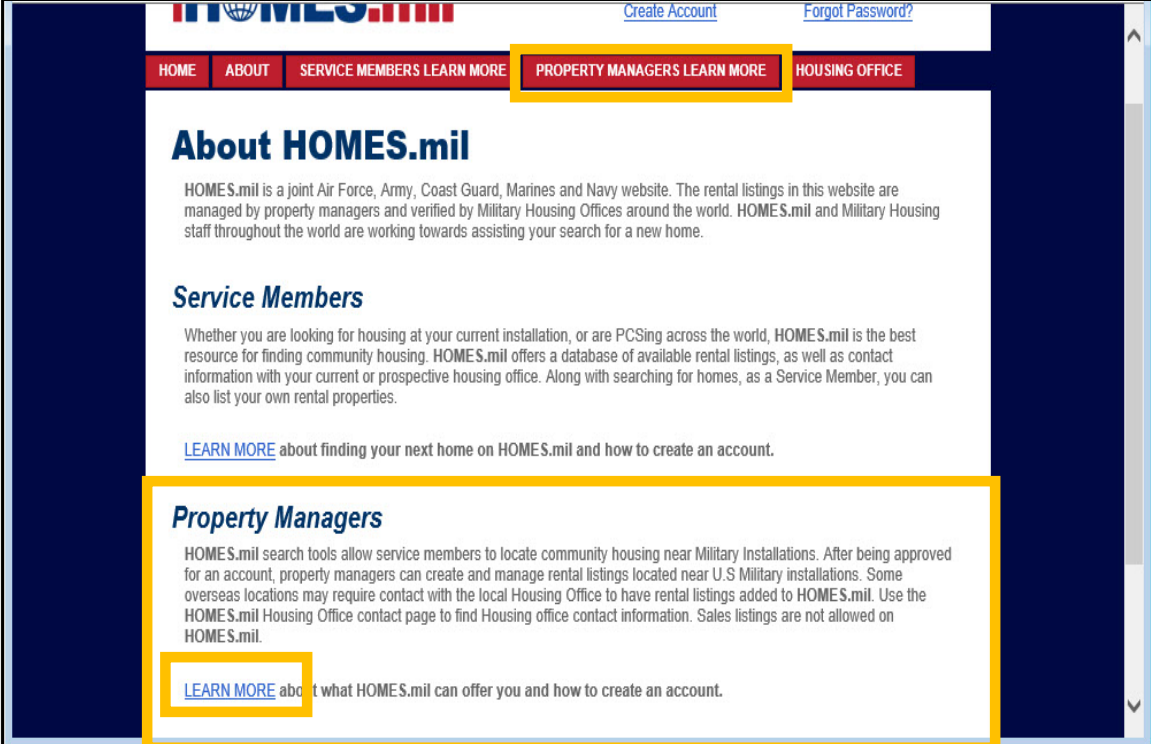
To learn more about HOMES.mil in general, click the **ABOUT** tab.

A screenshot of the HOMES.mil website interface. At the top left is the HOMES.mil logo. To the right are login fields for 'Email' and 'Password', a 'LOG IN' button, and links for 'Create Account' and 'Forgot Password?'. Below the logo is a navigation menu with tabs: 'HOME', 'ABOUT' (highlighted with a yellow box), 'SERVICE MEMBERS LEARN MORE', 'PROPERTY MANAGERS LEARN MORE', and 'HOUSING OFFICE'. Under the navigation is a search bar labeled 'Find Properties:' with the placeholder text 'Enter all or part of Installation Name and select a matching site'. Below the search bar is a large image showing a row of colorful townhouses on the left and a close-up of hands exchanging keys on the right. At the bottom, there is a 'Welcome to HOMES.mil' section with a brief description of the service. To the right of this section is a list of links: 'FOIA', 'USA.Gov', 'Accessibility/Section 508', 'No Fear Act', and 'Suicide Prevention Lifeline'. At the very bottom right, it states 'HOMES.mil is a Department of Defense website'.

Create an Account

You are now at the **About HOMES.mil** page. The bottom section contains information for Property Managers.

To learn more, you can either click the **LEARN MORE** link or the **PROPERTY MANAGERS LEARN MORE** tab at the top of the page.

A screenshot of the HOMES.mil website. The top navigation bar includes links for "HOME", "ABOUT", "SERVICE MEMBERS LEARN MORE", "PROPERTY MANAGERS LEARN MORE" (highlighted with a yellow box), and "HOUSING OFFICE". The main content area is titled "About HOMES.mil" and contains text about the website's purpose. Below this is a "Service Members" section with a "LEARN MORE" link (highlighted with a yellow box). The "Property Managers" section is highlighted with a yellow box and contains a "LEARN MORE" link (highlighted with a yellow box). The website has a dark blue sidebar on the left and right, and a white main content area.

Create an Account

You are now at the **Property Managers Learn More** page. When ready to create your Property Manager account, click the **CREATE ACCOUNT** link at the top of the page.

A screenshot of the HOMES.mil website. The top navigation bar is dark blue with white text for "HOME", "ABOUT", "SERVICE MEMBERS LEARN MORE", "PROPERTY MANAGERS LEARN MORE", and "HOUSING OFFICE". The main content area is white with a dark blue header for "Property Managers Learn More". Below this is a section titled "What is HOMES.mil?" with a bulleted list of features. At the bottom, there is a call to action: "CREATE AN ACCOUNT today and start posting your rental listings!". The "Create Account" link is highlighted with a yellow box in the original image.

The HOMES.mil logo is displayed in the top left corner of the page.

Email Password

[Create Account](#) [Forgot Password?](#)

[HOME](#) [ABOUT](#) [SERVICE MEMBERS LEARN MORE](#) [PROPERTY MANAGERS LEARN MORE](#) [HOUSING OFFICE](#)

Property Managers Learn More

What is HOMES.mil?

- A simple, easy and effective rental listing website providing you with 24/7 access to military members searching for available property rental listings near U.S. Military Installations.
- A comprehensive web based system to help manage your property rental listing inventory.
- The only DOD-sponsored housing referral website used by military housing offices around the world.

Whether you have one or many rental properties, HOMES.mil is your resource to connect with prospective military residents. HOMES.mil is your direct channel to reach this highly desirable market of service members moving across the world or just across town.


This website is managed by Military Housing Offices around the world. Once your Property Manager account has been approved, you will be able to post your property rental listings, free of charge. Some overseas locations will require that you contact the local Housing Office directly to have your property rental listings posted. Use the HOMES.mil Housing Office contact page to locate housing office contact information near your rental listings.

[CREATE AN ACCOUNT](#) today and start posting your rental listings!

Create an Account

You will be taken directly to this page where you can create a Property Manager account.

You can click the **CLICK HERE** link to display the help doc in a new window.

A screenshot of the HOMES.mil website's registration page. The page has a dark blue header with the HOMES.mil logo on the left and login fields on the right. Below the header is a red navigation bar with links for HOME, ABOUT, SERVICE MEMBERS LEARN MORE, PROPERTY MANAGERS LEARN MORE, and HOUSING OFFICE. The main content area has a grey bar with tabs for SERVICE MEMBER and PROPERTY MANAGER. The title is "Register With HOMES.mil". The text explains the registration process and includes a yellow box around a "click here" link. Below the text is a registration form with fields for Country, First Name, Last Name, Work Phone, Alternate Phone, Company Name, Website, and Branch of Service.

HOME ABOUT SERVICE MEMBERS LEARN MORE PROPERTY MANAGERS LEARN MORE HOUSING OFFICE

SERVICE MEMBER PROPERTY MANAGER

Register With HOMES.mil

Please complete the required fields below to request an account. You must select the installation nearest to your rental listing(s) to begin. If you do not see your local installation, please contact the Housing Office directly for assistance in getting your rental listing posted. At least one rental listing must be included in your new account request. After verifying your email address and adding at least one rental listing, the local Military Housing Office will review your new account request and notify you of approval or disapproval by email, typically within two business days. For additional help with the registration process, please [click here](#).

Country:

First Name:

Last Name:

Work Phone:

Alternate Phone:

Company Name:

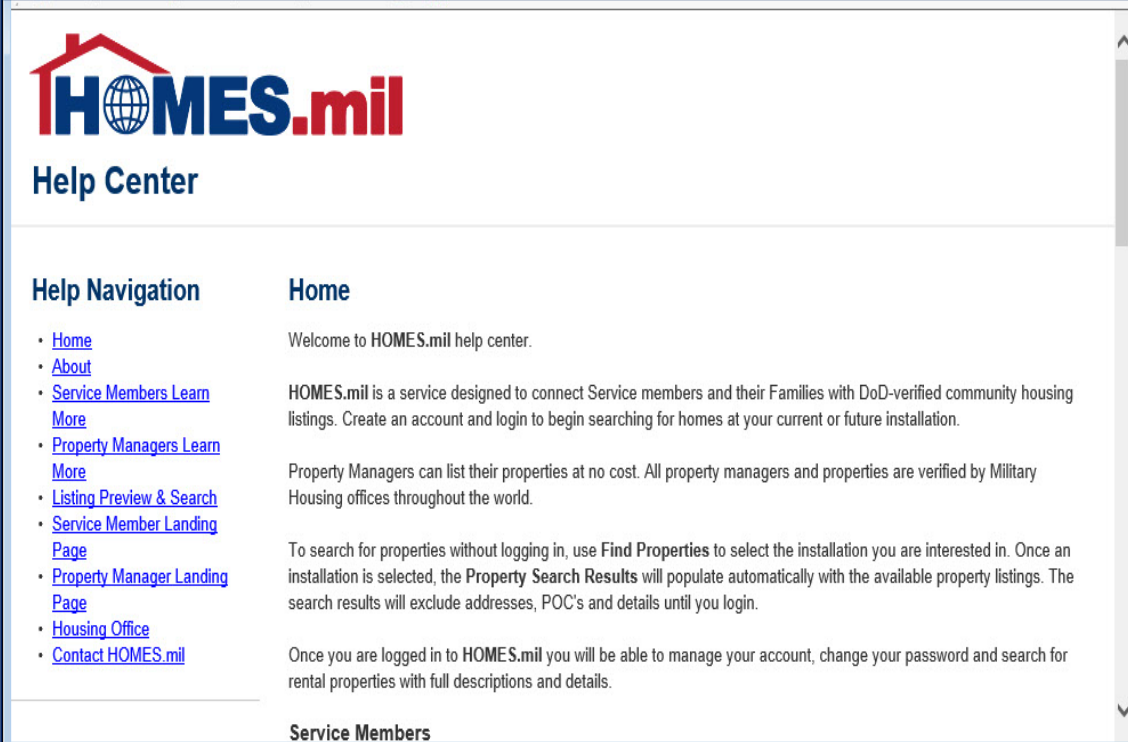
Website:

Branch of Service:

Create an Account

This is the HOMES.mil Help Center.

When done, close the window by selecting “X” and return to the previous screen.

A screenshot of the HOMES.mil Help Center page. The page has a white background with a blue border. At the top left is the HOMES.mil logo. Below it is the text "Help Center". The page is divided into two main columns. The left column is titled "Help Navigation" and contains a list of links: Home, About, Service Members Learn More, Property Managers Learn More, Listing Preview & Search Page, Property Manager Landing Page, Housing Office, and Contact HOMES.mil. The right column is titled "Home" and contains three paragraphs of text. The first paragraph is a welcome message. The second paragraph describes the service. The third paragraph explains how to search for properties. At the bottom of the right column is the text "Service Members".

HOMES.mil
Help Center

Help Navigation

- [Home](#)
- [About](#)
- [Service Members Learn More](#)
- [Property Managers Learn More](#)
- [Listing Preview & Search Page](#)
- [Property Manager Landing Page](#)
- [Housing Office](#)
- [Contact HOMES.mil](#)

Home

Welcome to HOMES.mil help center.

HOMES.mil is a service designed to connect Service members and their Families with DoD-verified community housing listings. Create an account and login to begin searching for homes at your current or future installation.

Property Managers can list their properties at no cost. All property managers and properties are verified by Military Housing offices throughout the world.

To search for properties without logging in, use **Find Properties** to select the installation you are interested in. Once an installation is selected, the **Property Search Results** will populate automatically with the available property listings. The search results will exclude addresses, POC's and details until you login.

Once you are logged in to HOMES.mil you will be able to manage your account, change your password and search for rental properties with full descriptions and details.

Service Members

Create an Account

To create a Property Manager account, first read the instructions on the page before proceeding.

A screenshot of the HOMES.mil website's registration page. The page has a dark blue header with the HOMES.mil logo on the left and login fields on the right. Below the header is a navigation bar with red buttons for HOME, ABOUT, SERVICE MEMBERS LEARN MORE, PROPERTY MANAGERS LEARN MORE, and HOUSING OFFICE. The main content area has two tabs: SERVICE MEMBER and PROPERTY MANAGER. The PROPERTY MANAGER tab is selected. Below the tabs is a yellow-bordered box containing registration instructions. At the bottom, there is a registration form with several input fields and dropdown menus.

Country:

First Name:

Last Name:

Work Phone:

Alternate Phone:

Company Name:

Website:

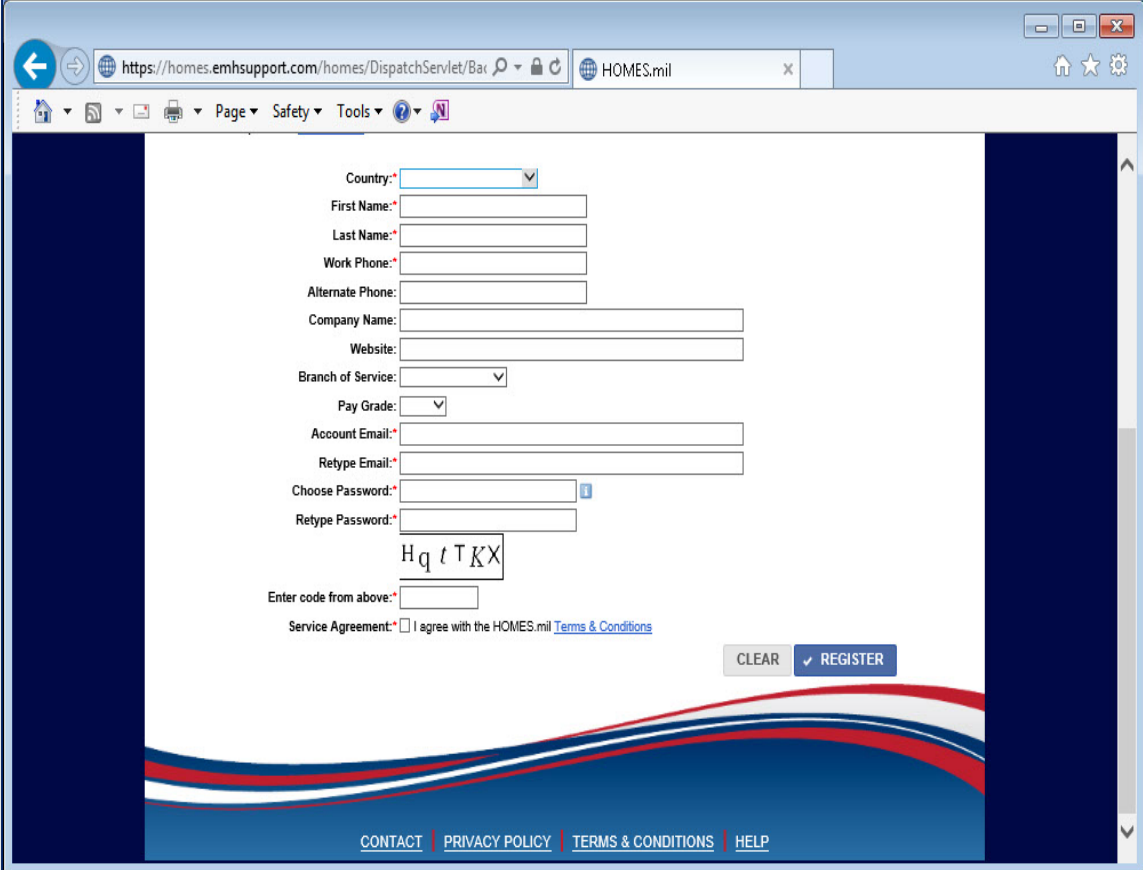
Branch of Service:

Create an Account

To locate the Installation nearest to your rental listing(s), first, select the Country.

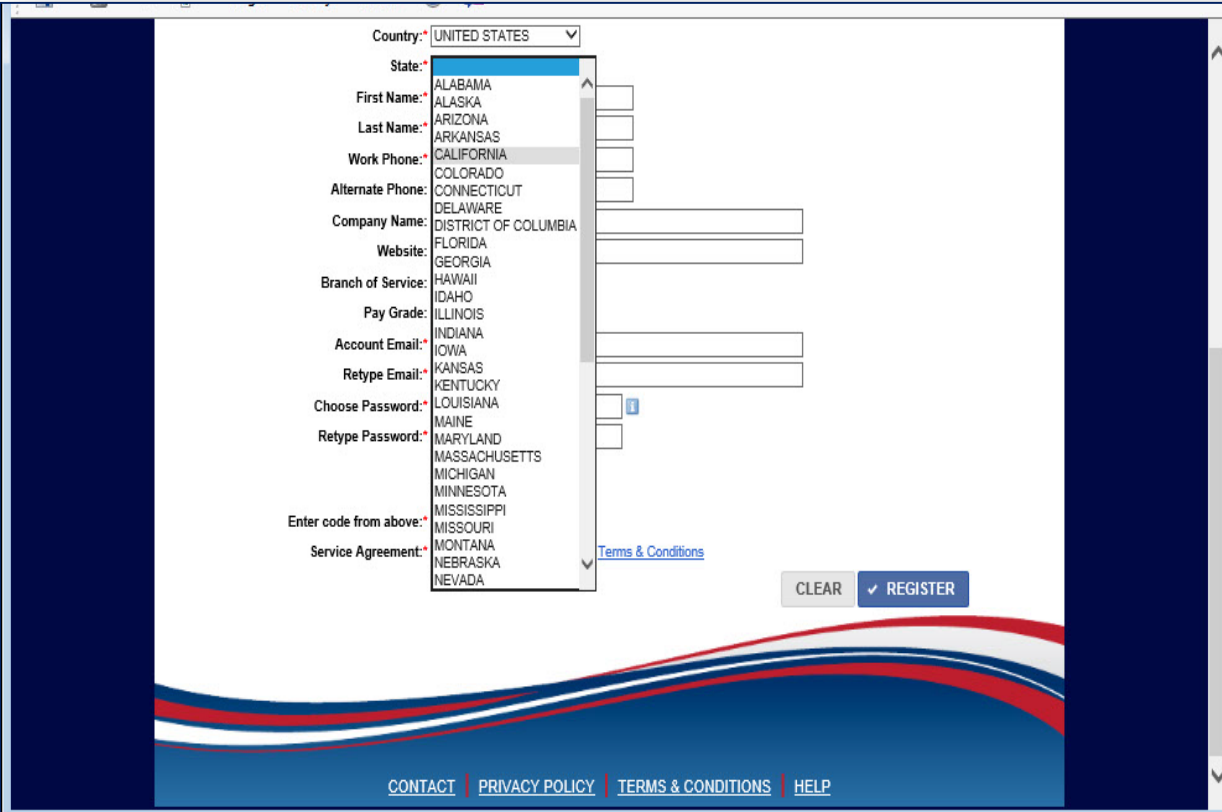
Fields marked with a red “*” are required.

Although other fields are not mandatory, please fill out as much information as possible.

A screenshot of a web browser displaying the registration page for HOMES.mil. The browser's address bar shows the URL "https://homes.emhsupport.com/homes/DispatchServlet/Bar" and the site name "HOMES.mil". The form contains several fields: "Country" (a dropdown menu), "First Name", "Last Name", "Work Phone", "Alternate Phone", "Company Name", "Website", "Branch of Service" (a dropdown menu), "Pay Grade" (a dropdown menu), "Account Email", "Retype Email", "Choose Password", "Retype Password", and a CAPTCHA image showing the characters "Hq tTKX". Below the CAPTCHA is a field for "Enter code from above". At the bottom of the form, there is a "Service Agreement" checkbox and a link to "Terms & Conditions". Two buttons, "CLEAR" and "REGISTER", are located at the bottom right of the form area. The footer of the page includes links for "CONTACT", "PRIVACY POLICY", "TERMS & CONDITIONS", and "HELP".

Create an Account

The State field appears once you select the Country. Click the down arrow to display the dropdown list.

A screenshot of the account creation form on THOMES.mil. The "Country" dropdown is set to "UNITED STATES". The "State" dropdown is open, showing a list of US states from ALABAMA to NEVADA. The "ALABAMA" option is highlighted. To the right of the state list are input fields for "First Name", "Last Name", "Work Phone", "Alternate Phone", "Company Name", "Website", "Branch of Service", "Pay Grade", "Account Email", "Retype Email", "Choose Password", and "Retype Password". A "Terms & Conditions" link is visible below the state list. At the bottom right are "CLEAR" and "REGISTER" buttons. The footer contains links for "CONTACT", "PRIVACY POLICY", "TERMS & CONDITIONS", and "HELP".

Country: UNITED STATES

State: ALABAMA

First Name:

Last Name:

Work Phone:

Alternate Phone:

Company Name:

Website:

Branch of Service:

Pay Grade:

Account Email:

Retype Email:

Choose Password:

Retype Password:

Enter code from above:

Service Agreement: [Terms & Conditions](#)

[CONTACT](#) | [PRIVACY POLICY](#) | [TERMS & CONDITIONS](#) | [HELP](#)

Create an Account

The Primary Installation field now appears. Click the down arrow to display the available Installations.

typically in less than two business days. For additional help with the registration process, please [click here](#).

Country: UNITED STATES
State: CALIFORNIA

Primary Installation:

First Name: CG ALAMEDA, OAKLAND, AND YERBA BUENA ISLAND CA (USCG)
Last Name: CG LOS ANGELES/LONG BEACH CA (USCG)
Work Phone: CG SAN DIEGO CA (USCG)
Alternate Phone: CG AIRSTA LOS ANGELES CA (USCG)
Company Name: CG AIRSTA SACRAMENTO CA (USCG)
Website: CG AIRSTA SAN FRANCISCO CA (USCG)
Branch of Service: CG CAMSPAC (USCG)
Pay Grade: CG LIAISON AIR AND MARINE OPS CENTER (USCG)
Account Email: CG MSD SANTA BARBARA CA (USCG)
Retype Email: CG NAVBASE BRANCH CLINIC (USCG)
Choose Password: CG NSWG PORT HUENEME (USCG)
Retype Password: CG PACIFIC STRIKE TEAM CA (USCG)
Enter code from above: CG RUITOFF FRESNO CA (USCG)
Service Agreement: CG RUITOFF LOS ANGELES (USCG)
CG RUITOFF RIVERSIDE CA (USCG)
CG RUITOFF SAN DIEGO - NORTH (USCG)
CG RUITOFF SAN DIEGO - SOUTH (USCG)
CG RUITOFF SAN JOSE (USCG)
CG SECTOR HUMBOLDT BAY CA (USCG)
CG STA CHANNEL ISLAND CA (USCG)
CG STA BODEGA BAY CA (USCG)
CG STA GOLDEN GATE CA (USCG)
CG STA MONTEREY CA (USCG)
CG STA MORRO BAY CA (USCG)
CG STA NOYA RIVER CA (USCG)
CG STA RIO VISTA CA (USCG)
CG STA VALLEJO CA (USCG)
CG TACLET PACAREA (USCG)

REGISTER ✓ REGISTER

Create an Account

For password information, click the **info** button.

This **Password Policy** window will be displayed.

When done, click [here](#) to close the window.

typically in less than two business days. For additional help with the registration process, please [click here](#).

Country: UNITED STATES
State: CALIFORNIA
Primary Installation: SAN DIEGO CA NAVBASE (NAVY)

First Name: John
Last Name: Smith
Work Phone: 000-123-4567 x890
Alternate Phone:
Company Name:
Website:
Branch of Service:
Pay Grade:
Account Email: johnsmith@example.com
Retype Email: johnsmith@example.com
Choose Password: [password field] **info**
Retype Password: [password field]

H q t T K X
Enter code from above: hqtkx

Service Agreement: I agree with the HOMES.mil [Terms & Conditions](#)

Password Policy
DoD Rules require that a valid password for HOMES.mil:

- Must contain a minimum of 15 characters
- Must use a mix of upper case letters, lower case letters, numbers, and special characters
- Must NOT contain personal information such as names, telephone numbers, account names, or dictionary words
- Must be changed every 60 days

CLEAR REGISTER

Create an Account

The text you enter in the highlighted section to the right needs to match the code shown above it. It is not case sensitive.

typically in less than two business days. For additional help with the registration process, please [click here](#).

Country: UNITED STATES
State: CALIFORNIA
Primary Installation: SAN DIEGO CA NAVBASE (NAVY)
First Name: John
Last Name: Smith
Work Phone: 000-123-4567 x890
Alternate Phone:
Company Name:
Website:
Branch of Service:
Pay Grade:
Account Email: johnsmith@example.com
Retype Email: johnsmith@example.com
Choose Password:
Retype Password:

Hq tTKX

Enter code from above: hqttk

Service Agreement: I agree with the HOMES.mil [Terms & Conditions](#)

CLEAR REGISTER

Create an Account

Check the **SERVICE AGREEMENT** box if you agree with the HOMES.mil Terms & Conditions. To view the HOMES.mil Terms & Conditions, click the **TERMS & CONDITIONS** link.

typically in less than two business days. For additional help with the registration process, please [click here](#).

Country:

State:

Primary Installation:

First Name:

Last Name:

Work Phone:

Alternate Phone:

Company Name:

Website:

Branch of Service:

Pay Grade:

Account Email:

Retype Email:

Choose Password:

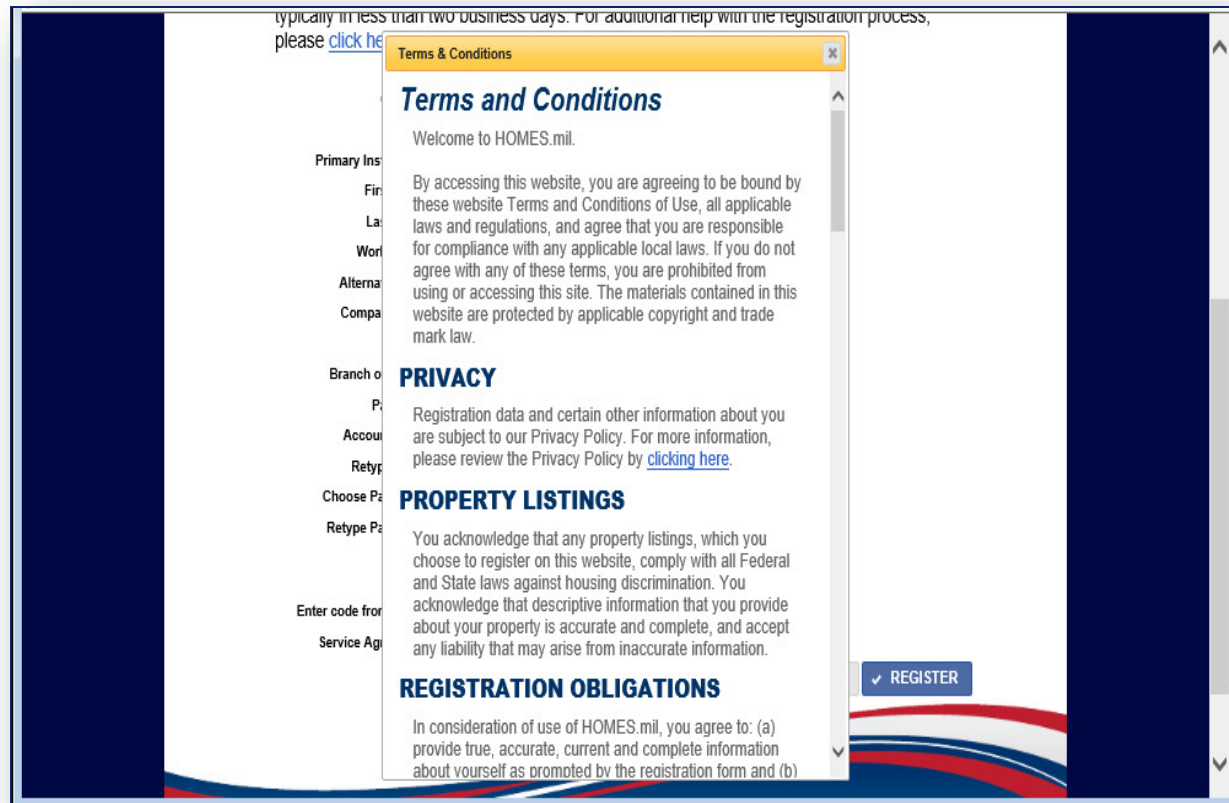
Retype Password:

Enter code from above:

Service Agreement: I agree with the HOMES.mil [Terms & Conditions](#)

Create an Account

The Terms and Conditions are now displayed. Scroll down to view the rest of the information. When done, select the “X” to close the window.



Create an Account

If needed, the **CLEAR** button will erase all information already entered.

When ready, click **REGISTER** to create your account.

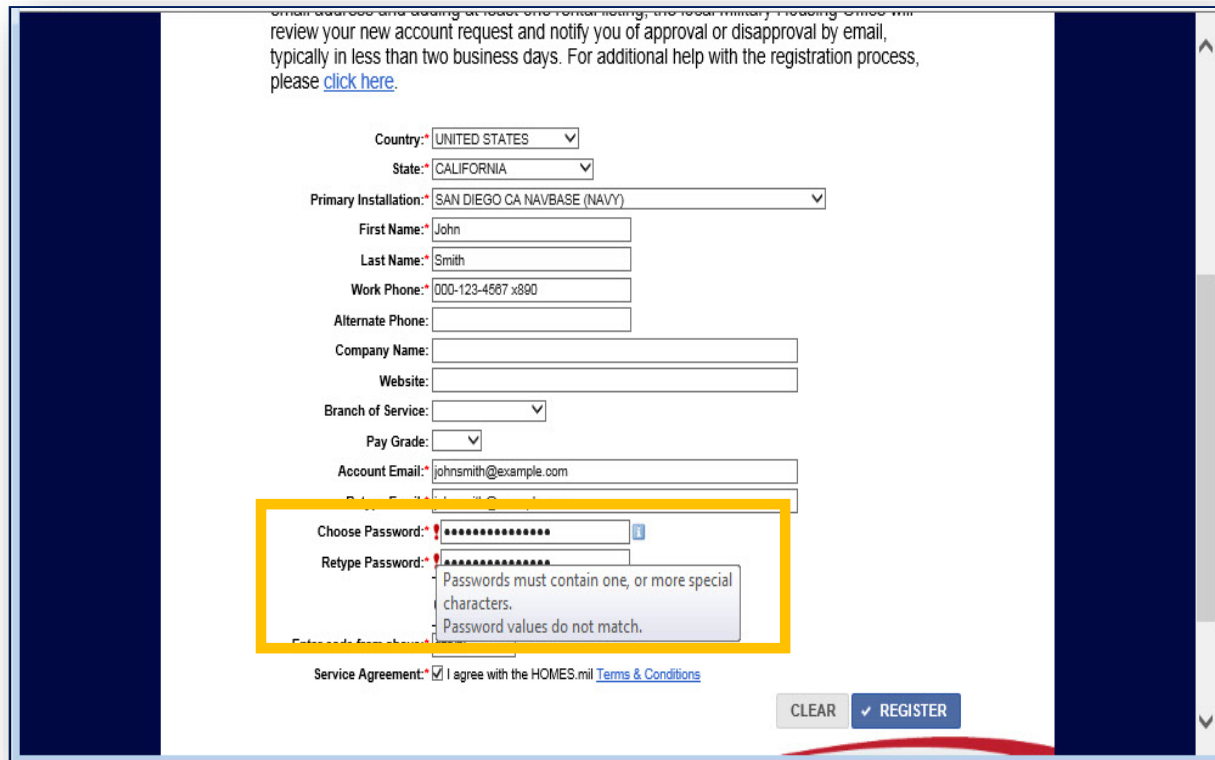
typically in less than two business days. For additional help with the registration process, please [click here](#).

Country: UNITED STATES
State: CALIFORNIA
Primary Installation: SAN DIEGO CA NAVBASE (NAVY)
First Name: John
Last Name: Smith
Work Phone: 000-123-4567 x890
Alternate Phone:
Company Name:
Website:
Branch of Service:
Pay Grade:
Account Email: johnsmith@example.com
Retype Email: johnsmith@example.com
Choose Password: *****
Retype Password: *****
Hq tTKX
Enter code from above: hqtlkx
Service Agreement: I agree with the HOMES.mil [Terms & Conditions](#)

Create an Account

If there is a problem with any of the required fields, a red “!” will appear next to the problem field.

Use your mouse to roll over the red “!” to display an explanation of the problem.

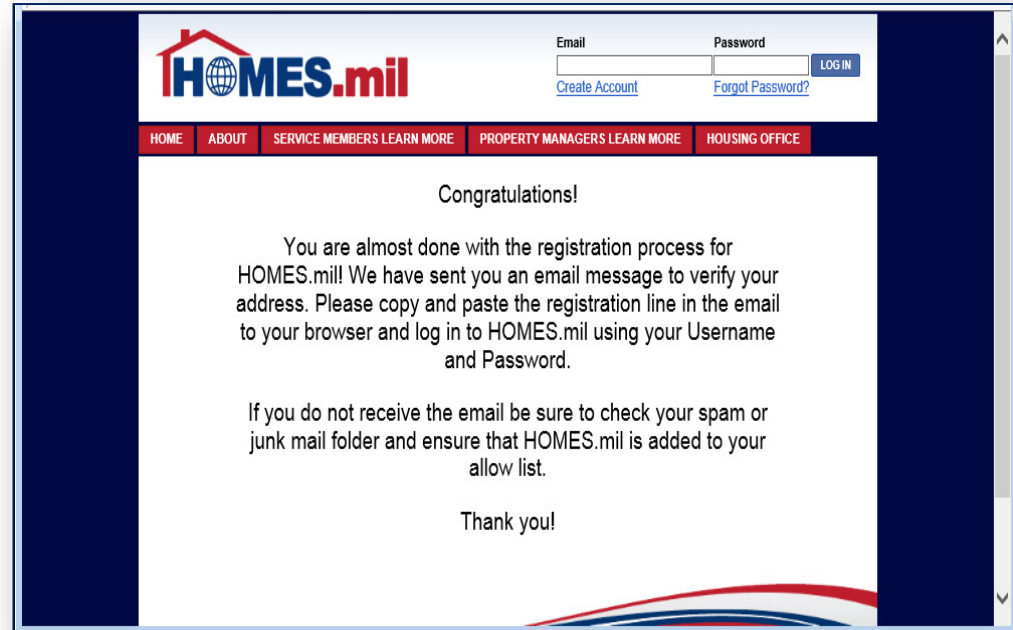
A screenshot of the HOMES.mil registration form. The form includes fields for Country (UNITED STATES), State (CALIFORNIA), Primary Installation (SAN DIEGO CA NAVBASE (NAVY)), First Name (John), Last Name (Smith), Work Phone (000-123-4567 x890), Alternate Phone, Company Name, Website, Branch of Service, Pay Grade, and Account Email (johnsmith@example.com). A yellow box highlights the password fields: "Choose Password:" and "Retype Password:". A tooltip is displayed over the "Choose Password:" field, containing the text: "Passwords must contain one, or more special characters." and "Password values do not match." At the bottom of the form, there is a "Service Agreement" checkbox checked, with the text "I agree with the HOMES.mil Terms & Conditions". There are also "CLEAR" and "REGISTER" buttons at the bottom right.

Create an Account

Once your registration information is accepted, you will see this screen.

The next step is to check your email for a message from HOMES.mil to continue the registration process.

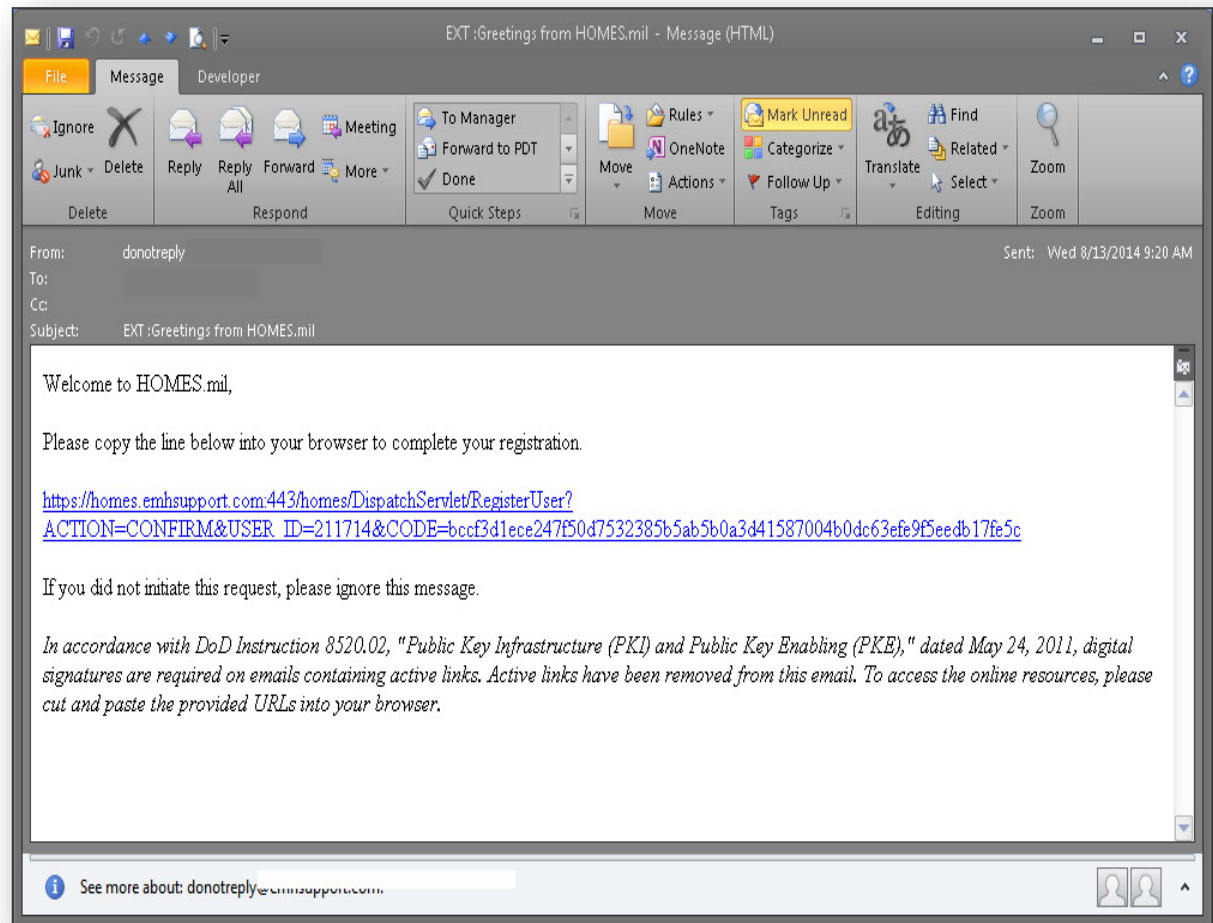
Make sure to close your browser window after using HOMES.mil by clicking the “X”.



Create an Account

This is an example of the registration email you will receive from HOMES.mil.

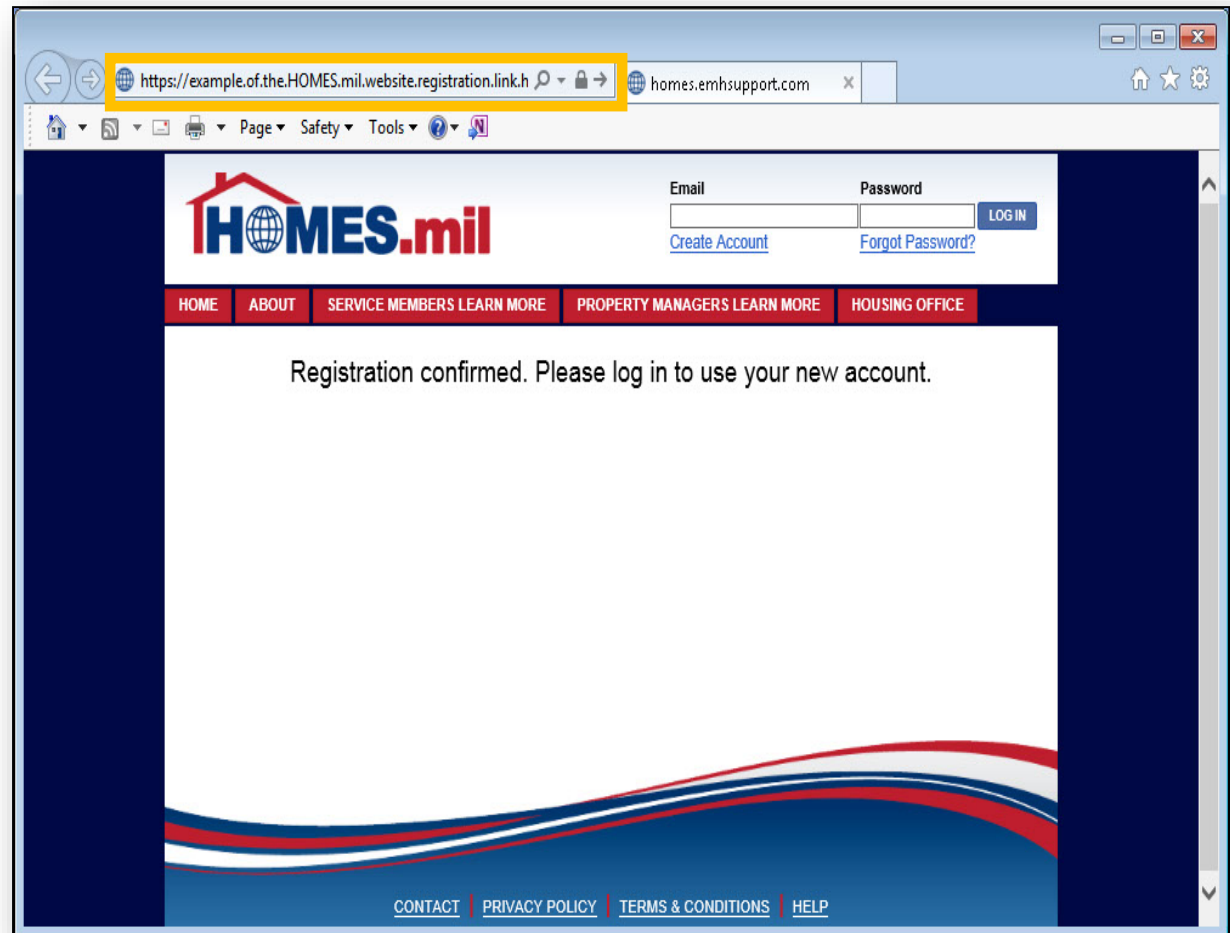
Copy the line from your email into a new browser window to continue the registration process.



Create an Account

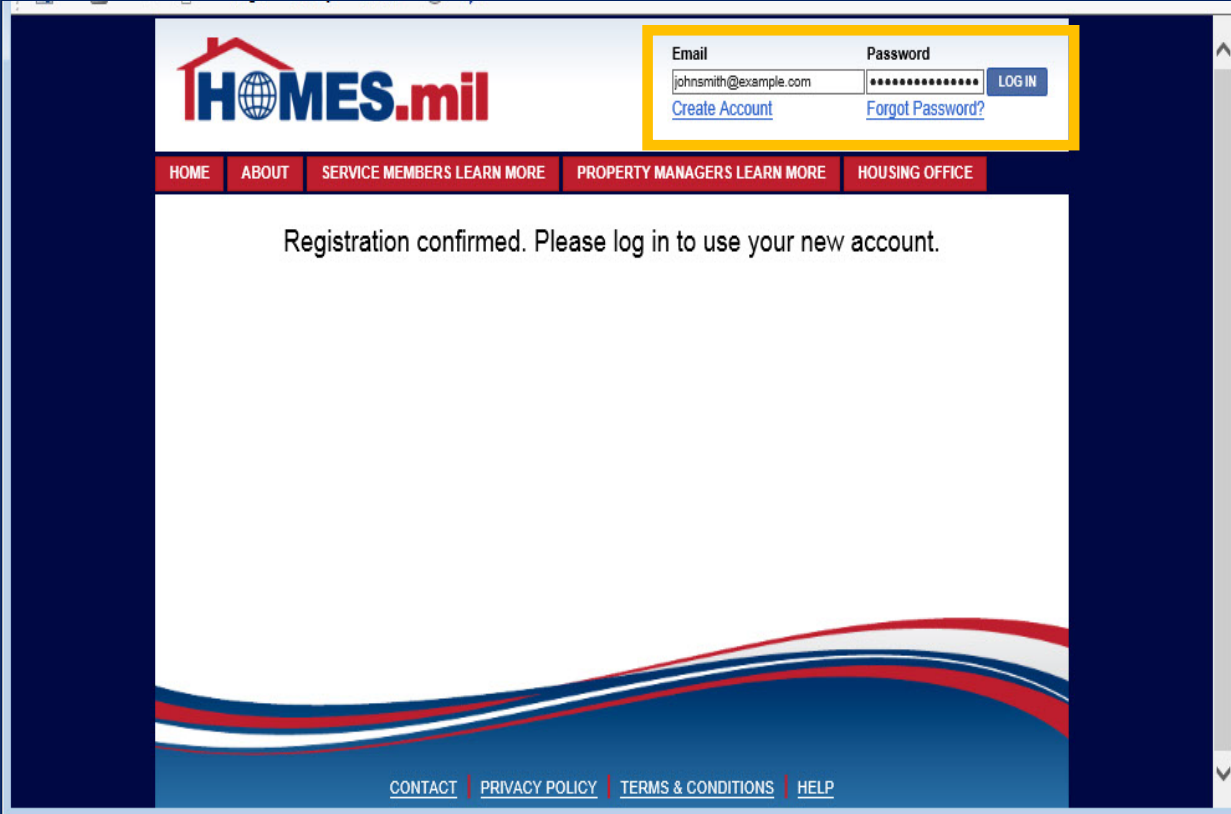
Once you paste the line from your email into your browser window, click **Enter**.

You should see the following screen.



Create an Account

Enter your **Email** and **Password** at the top of the screen, then click **LOG IN**.

A screenshot of the THOMES.mil website's login page. The page has a dark blue header and footer. The header contains the THOMES.mil logo on the left and a login form on the right. The login form has two input fields: "Email" with the text "johnsmith@example.com" and "Password" with masked characters. There is a "LOG IN" button to the right of the password field, and links for "Create Account" and "Forgot Password?" below the input fields. Below the header is a navigation bar with red buttons for "HOME", "ABOUT", "SERVICE MEMBERS LEARN MORE", "PROPERTY MANAGERS LEARN MORE", and "HOUSING OFFICE". The main content area is white and contains the text "Registration confirmed. Please log in to use your new account." The footer contains links for "CONTACT", "PRIVACY POLICY", "TERMS & CONDITIONS", and "HELP".

THOMES.mil

Email: johnsmith@example.com Password: [masked] LOG IN

[Create Account](#) [Forgot Password?](#)

HOME ABOUT SERVICE MEMBERS LEARN MORE PROPERTY MANAGERS LEARN MORE HOUSING OFFICE

Registration confirmed. Please log in to use your new account.

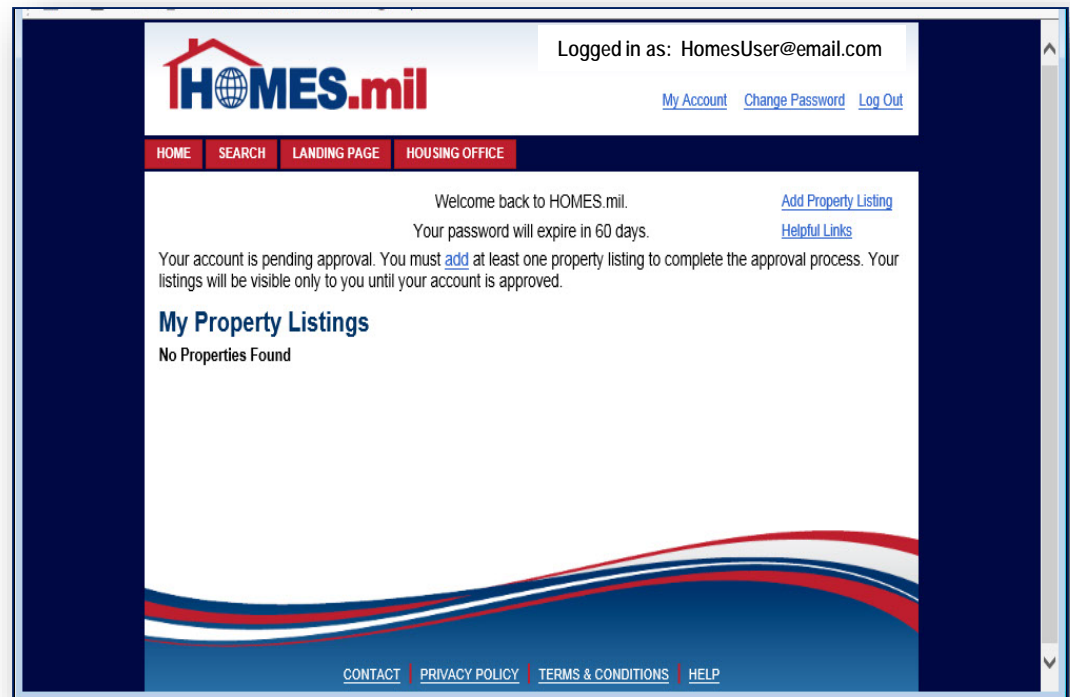
[CONTACT](#) [PRIVACY POLICY](#) [TERMS & CONDITIONS](#) [HELP](#)

Create an Account

You have now completed the registration process and your account is pending approval.

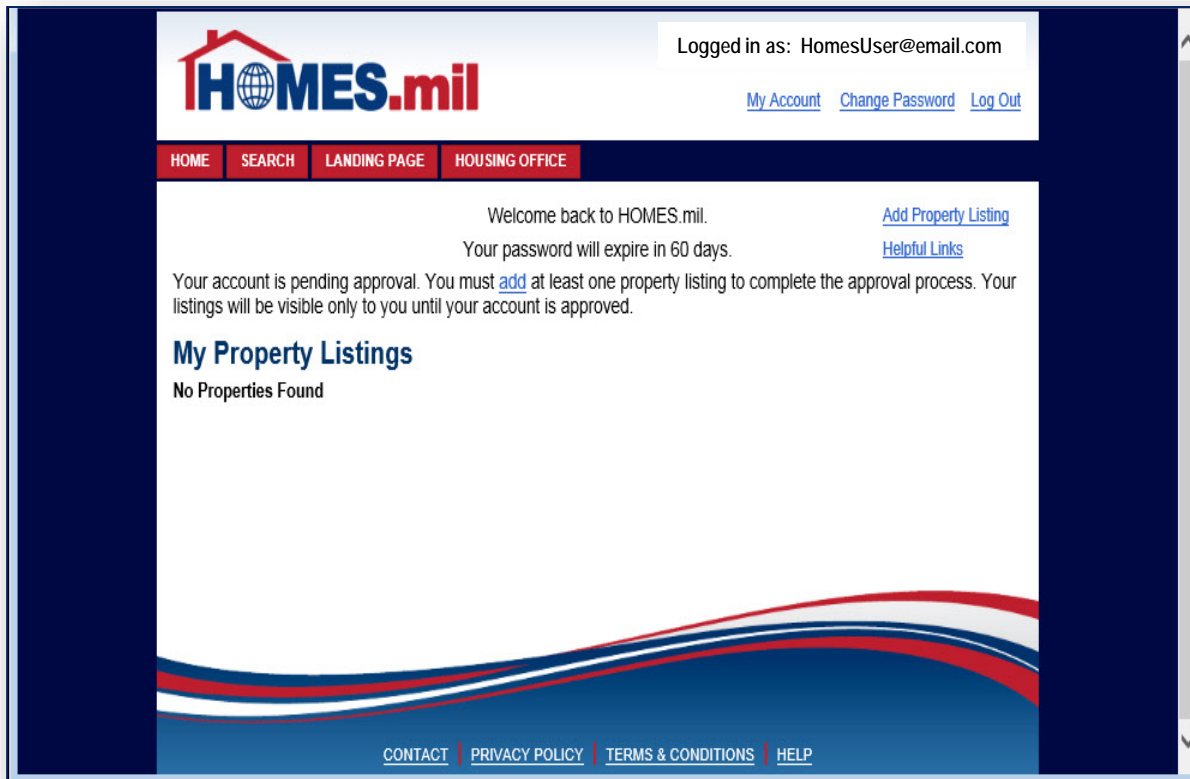
You must add at least one property before your account will be considered for approval.

Please see the HOMES.mil **Add A Property Listing** presentation for more information.



Create an Account

Make sure to **Log Out** and close your browser window when done working with HOMES.mil

A screenshot of the HOMES.mil user account page. The page has a dark blue header with the HOMES.mil logo on the left and the user's email address "Logged in as: HomesUser@email.com" on the right. Below the logo are links for "My Account", "Change Password", and "Log Out". A navigation bar contains buttons for "HOME", "SEARCH", "LANDING PAGE", and "HOUSING OFFICE". The main content area displays a welcome message, a password expiration notice, and a pending approval message. Below this is a section titled "My Property Listings" with the text "No Properties Found". The footer contains links for "CONTACT", "PRIVACY POLICY", "TERMS & CONDITIONS", and "HELP".

Logged in as: HomesUser@email.com

[My Account](#) [Change Password](#) [Log Out](#)

HOME SEARCH LANDING PAGE HOUSING OFFICE

Welcome back to HOMES.mil. [Add Property Listing](#)

Your password will expire in 60 days. [Helpful Links](#)

Your account is pending approval. You must [add](#) at least one property listing to complete the approval process. Your listings will be visible only to you until your account is approved.

My Property Listings

No Properties Found

[CONTACT](#) | [PRIVACY POLICY](#) | [TERMS & CONDITIONS](#) | [HELP](#)