DashComm® Roles

Basic

All registered users will have access to the Basic functions which include:

- Submit requests to Phillips Edison (the landlord)
- View the directory
- See any/all notifications sent to you from Phillips Edison

Sales

Basic access, plus:

- The sales link to view and report sales

Accounting

Basic access, plus:

- The invoices link to view and pay invoices

Administrator

Basic, Sales and Accounting access, plus:

- Add/remove users and adjust users' access
- View lease documents
- Submit compliance related documents

NOTE: To register for DashComm® or change or edit the access level for yourself or one of your users, please email DashComm@phillipsedison.com. If you are the administrator, you have access to do this in your Business tab. Registration emails have a 24-hour window before the information then will expire. If your registration email expires, please email DashComm@phillipsedison.com and the password will be reset on your behalf.

✱ DashComm® Tip! You can return to the Dashboard from any page by clicking on the DashComm® logo at the top of your screen.

Questions about DashComm? Email us!

DashComm@phillipsedison.com