



Dashboard

Occupancy Request

Master Data Setup &gt;

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

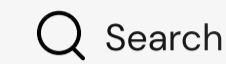
Privilege Management

Master Community Amenity

Service Fee

Occupancy Request &gt; Master Data

## MIP Template



MIP Template	Master Community	Community	Tower	MIP Template	Status
MOP Template	Sobha Hartland -II	360 RCS	360 RCS	View MIP Template	Active
Welcome Pack	Sobha Orbis	Sobha Orbis	Orbis Tower B	View MIP Template	Active
Email Recipients	Sobha Orbis	Sobha Orbis	Orbis Tower E	View MIP Template	Inactive
	4 Sobha Orbis	Sobha Orbis	Sobha Orbis A	View MIP Template	Inactive
	5 Sobha Elwood	Sobha Elwood	Sobha Elwood Villas	View MIP Template	Active



Dashboard



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management

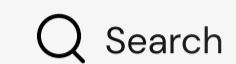
Master Community  
Amenity

Service Fee



Occupancy Request &gt; Master Data

## MIP Template



Sl. No	Master Community	Community	Tower	MIP Template	Status
1	Sobha Hartland -II	360 RCS	360 RCS	<button>View MIP Template</button>	Active
2	Sobha Orbis	Sobha Orbis	Orbis Tower B	<button>View MIP Template</button>	Active
3	Sobha Orbis	Sobha Orbis	Orbis Tower E	<button>View MIP Template</button>	Inactive
4	Sobha Orbis	Sobha Orbis	Sobha Orbis A	<button>View MIP Template</button>	Inactive
5	Sobha Elwood	Sobha Elwood	Sobha Elwood Villas	<button>View MIP Template</button>	Active



Dashboard



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management

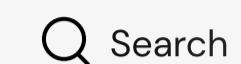
Master Community  
Amenity

Service Fee



Occupancy Request &gt; Master Data

## MOP Template



Sl. No	Master Community	Community	Tower	MOP Template	Status
1	Sobha Hartland -II	360 RCS	360 RCS	<button>View MOP Template</button>	Active
2	Sobha Orbis	Sobha Orbis	Orbis Tower B	<button>View MOP Template</button>	Active
3	Sobha Orbis	Sobha Orbis	Orbis Tower E	<button>View MOP Template</button>	Inactive
4	Sobha Orbis	Sobha Orbis	Sobha Orbis A	<button>View MOP Template</button>	Inactive
5	Sobha Elwood	Sobha Elwood	Sobha Elwood Villas	<button>View MOP Template</button>	Active

-  Dashboard
-  Occupancy Request
  -  Master Data Setup >
  -  Move-in
  -  Move-out
  -  Account Renewal
  -  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Occupancy Request &gt; Master Data

## Welcome Pack

[Add New](#) Refresh Search

Sl. No	Master Community	Community	Tower	Welcome Pack	Status	Edit	History
1	Sobha Hartland -II	360 RCS	360 RCS	 View Welcome Pack	Active		
2	Sobha Orbis	Sobha Orbis	Orbis Tower B	 View Welcome Pack	Active		
3	Sobha Orbis	Sobha Orbis	Orbis Tower E	 View Welcome Pack	Inactive		
4	Sobha Orbis	Sobha Orbis	Sobha Orbis A	 View Welcome Pack	Inactive		
5	Sobha Elwood	Sobha Elwood	Sobha Elwood Villas	 View Welcome Pack	Active		

 Dashboard Occupancy Request Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

 Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

Occupancy Request &gt; Master Data

## Email Recipients

Add New

 Refresh Search

Sl. No	Master Community	Community	Tower	MIP Email Recipient	MOP Email Recipient	Status	Edit	History
1	Sobha Hartland -II	360 RCS	360 RCS	community_admin1@sobharealty.com, community_super_admin1@sobharealty.com	community_admin1@sobharealty.com, community_super_admin1@sobharealty.com	Active		
2	Sobha Orbis	Sobha Orbis	Orbis Tower B	community_admin2@sobharealty.com	community_admin2@sobharealty.com	Active		
3	Sobha Orbis	Sobha Orbis	Orbis Tower E	community_admin3@sobharealty.com	community_admin3@sobharealty.com	Inactive		
4	Sobha Orbis	Sobha Orbis	Sobha Orbis A	NA	community_admin4@sobharealty.com	Inactive		
5	Sobha Elwood	Sobha Elwood	Sobha Elwood Villas	community_admin5@sobharealty.com	NA	Active		

 Dashboard Occupancy Request

Master Data Setup &gt;

Move-in

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Account Renewal

Active Residents

 Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

Dashboard &gt; Occupancy Request

## Welcome Pack Master Data Setup

Add New

 Refresh Search

Welcome Pack Edit

Sl. No	Master Community	Community	Tower	Welcome Pack	Status	Edit	History
1	Sobha Orbis	Sobha Orbis	Orbis Tower B	Welcome Pack	Active		
2					Active		
3					Inactive		
4					Inactive		
5					Active		

Master Community\*  
Community\*  
Tower  
Status\*  
Welcome Pack\*

Cancel Save



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard



Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#)

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New Requests

02 SLA Breached

[View All](#)**10**

RFI Submitted

01 SLA Breached



Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New

02 SLA Breached

[View All](#)**10**

RFI Submitted

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago



Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago



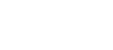
Dashboard



Occupancy Request



Master Data Setup



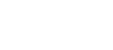
Move-in



Move-out



Account Renewal



Active Residents



Access Card



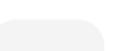
Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee

## Move-in

## Move-in

Create Request

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

⟳ Refresh ⚡ Export All

🔍 Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in



Owner



## Move in 3 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details

Apply

Tenant



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Ejari
2. Emirates ID

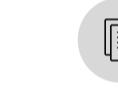
Apply

HHO Unit



## Move in 3 Steps

- 1 Move-In Details
- 2 Attach Document

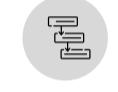


## Document Required

1. Unit Permit

Apply

HHO Company



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Trade License of the Company
2. Unit Permit
3. Emirates ID

Apply

Dashboard

Occupancy Request

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Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Move-in

Move-in

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Move-in Type

Tenant

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

## Move-In Details

Emirates ID Number

784-xxxx-xxxxxx-x

Emirates ID Expiry Date

DD/MM/YYYY

Move-in Date

DD/MM/YYYY

Tenancy Contract Start Date

DD/MM/YYYY

Tenancy Contract End Date

DD/MM/YYYY

## Occupant(s) Moving in

Adult(s) (Above 12 years)\*

- 1 +

Children (Ages 0-12)\*

- 1 +

Household staff(s)

No Yes

Pets(s)

No Yes- 1 +

People of determination

No Yes

Please Provide Details

Need wheelchair assistance for elderly patient during move-in

Cancel

Next

Dashboard

Move-in

Move-in

Master Data Setup >

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Move-in

Attach documents

Emirates ID Front

Upload Emirates ID\*

Emirates ID Back

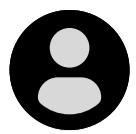
Upload Emirates ID\*

Ejari

Upload Ejari\*

Cancel

Submit

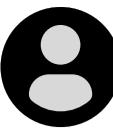


- Dashboard
  - Occupancy Request
  - Master Data Setup
  - Move-in
  - Move-out
  - Account Renewal
  - Active Residents
- 
- Access Card
  - Amenity
  - Visitor Management
  - User Details
  - User Management
  - Privilege Management
  - Master Community Amenity
  - Service Fee

## Move-in

## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text



Dashboard



Occupancy Request



Master Data Setup

Move-in

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Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee

## Move-in

## Move-in

Create Request

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

⟳ Refresh ⚡ Export All

🔍 Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	102	25 Jul 2025	25 Jul 2026	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#)

## Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

## Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

• Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

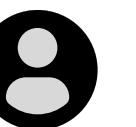
1d ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)



Dashboard

Move-in

Move in Request

Amenity Management

Access Card Management

Visitor Management

User Management

Restricted Services

Service Fee payment

Dashboard &gt; Move-in Request

## Move-in

Property Filter ▾

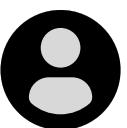
⟳ Refresh

⟳ Refresh

⟳ Refresh

Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>



Dashboard

Move-in

Move in Request

Amenity Management

Access Card Management

Visitor Management

User Management

Restricted Services

Service Fee payment

Dashboard &gt; Move-in &gt; Move-in Request

## Move-in Request

Status **Approved****Close Request**

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

## Move-in Date

12/05/2025

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

## People of determination

Need wheelchair assistance for elderly patient  
during move-in



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#)

## Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

## Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

• Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

 Dashboard Move-in

Move in Request

 Amenity Management Access Card Management Visitor Management User Management Restricted Services Service Fee payment

Dashboard &gt; Move-in Request

## Move-in

Property Filter ▾

 Refresh  Export Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
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123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
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123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>

 Dashboard Move-in

Move in Request

 Amenity Management Access Card Management Visitor Management User Management Restricted Services Service Fee payment

Dashboard &gt; Move-in &gt; Move-in Request

## Move-in Request

Status ApprovedClose Request

### Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

### Unit Number

A-123

### User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed

### Mobile Number

0555 0898XX

### Move-In Details

Emirates ID Number	Emirates ID Expiry Date	Move-in Date	Tenancy Contract Number
784-xxxx-xxxxxx-x	12/05/2025	15/05/2025	AB-12345678
Tenancy Contract Start Date		Tenancy Contract End Date	
12/05/2025		14/05/2026	

### Attach Documents



Emirates ID Front



Emirates ID Back



Ejari



### Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient  
during move-in



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

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1d ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)



Dashboard



Occupancy Request



Master Data Setup



Move-in



Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Service Fee



## Move-in

## Move-in

CREATE NEW REQUEST

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

Total: 15

⟳ Refresh ⚡ Export All

🔍 Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in



## Owner



## Move in 3 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details

**Apply**

## Tenant



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents

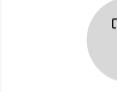


## Documents Required

1. Ejari
2. Emirates ID

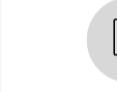
**Apply**

## HHO Unit



## Move in 2 Steps

- 1 Move-In Details
- 2 Attach Document



## Document Required

1. Unit Permit

**Apply**

## HHO Company



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Trade License of the Company
2. Unit Permit
3. Emirates ID

**Apply**

- Dashboard
- Occupancy Request
- Master Data Setup
  - Move-in
  - Move-out
  - Account Renewal
  - Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Move-in

### Move in

#### Unit Details

Master Community: Sobha Hartland

Community: The crest

Building/Street: Tower 1

Unit Number: A-123

Move-in Date: DD/MM/YYYY

#### Owner Details

First Name: Essa

Middle Name: Mohammed

Last Name: Mohammed

Mobile Number: 0555 0898XX

Email ID: essa.mohammed@gmail.com

#### Occupants Move in

Adult(s) (Above 12 years)\*: 1

Children (Ages 0-12)\*: 1

Household staff(s): No

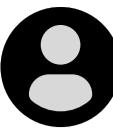
Pets(s): Yes

People of determination: Yes

Please Provide Details:  
Need wheelchair assistance for elderly patient during move-in

Cancel

Submit



Dashboard



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal

Active Residents

Request ID

Move-in Type

Master Community

Community

Tower

Unit

Created Date

Move in Date

Request Status

View

123459

Owner

Sobha Hartland

Sobha Crest

Tower 1

102

24 Jul 2025

24 Jul 2026

Approved

View

123459

HHO-Company

Sobha Hartland

Sobha Crest

Tower 1

103

08 May 2025

20 May 2025

New

View

123459

Owner

Sobha Hartland

Sobha Crest

Tower 1

104

08 May 2025

20 May 2025

RFI Submitted

View

123459

Tenant

Sobha Hartland

Sobha Crest

Tower 1

105

08 May 2025

20 May 2025

New

View

123459

Owner

Sobha Hartland

Sobha Crest

Tower 1

106

08 May 2025

20 May 2025

RFI Submitted

View

123459

HHO-Unit

Sobha Hartland

Sobha Crest

Tower 1

107

08 May 2025

20 May 2025

RFI Submitted

View

123459

HHO-Company

Sobha Hartland

Sobha Crest

Tower 1

108

08 May 2025

20 May 2025

New

View

123459

Tenant

Sobha Hartland

Sobha Crest

Tower 1

109

08 May 2025

20 May 2025

RFI Submitted

View

123459

HHO-Unit

Sobha Hartland

Sobha Crest

Tower 1

110

08 May 2025

20 May 2025

New

View

123459

Tenant

Sobha Hartland

Sobha Crest

Tower 1

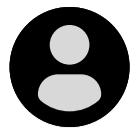
111

08 May 2025

20 May 2025

RFI Submitted

View



- Dashboard
- Occupancy Request
- Master Data Setup
  - Move-in**
  - Move-out
  - Account Renewal
  - Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in

 History Status **Approved** Cancel

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	Owner		

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

-  Dashboard
-  Occupancy Request ^
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
-  Access Card ▼
-  Amenity ▼
-  Visitor Management ▼
-  User Details ▼
-  User Management ▼
-  Privilege Management ▼
-  Master Community Amenity ▼
-  Service Fee ▼

## Move-in

## History

Action Type	Created / Modified Date	Created / Modified by	Comments
Request Created	07 Apr 2025 02:22 PM	Essa Mohammed Ansari	Request approved by super admin
Request Created	07 Apr 2025 02:18 PM	Community Admin 1	Request approved by community admin
Request Amended	07 Apr 2025 02:12 PM	Community Admin 1	Request created by user
Marked as RFI	07 Apr 2025 02:02 PM	Community Admin 1	Request approved by super admin



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit

2h ago

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)



- Dashboard
- Occupancy Request
- Master Data Setup
- Move-in
- Move-out
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- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Move-in

Move-in

**PROPERTY FILTER ▾**

Breached SLA: 5    New: 5    RFI Pending: 5

⟳ Refresh    ⚡ Export All    Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>

Dashboard

Occupancy Request

Master Data Setup >

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Move-in

Move-in

History Status **New** Cancel Edit Mark RFI Approve

**Unit Details**

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

Move-in Date

12/05/2025

Move-in Type

Tenant

**User Details**

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed

Mobile Number

0555 0898XX

**Move-In Details**

Emirates ID Number	Emirates ID Expiry Date	Move-in Date
784-xxxx-xxxxxx-x	12/05/2025	15/05/2025

Tenancy Contract Start Date

12/05/2025

Tenancy Contract End Date

14/05/2026

**Attach Documents**

 Emirates ID Front  Emirates ID Back  Ejari 

**Move in Details**

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in

Dashboard

Occupancy Request

Master Data Setup

Move-in

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Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Account Renewal

Account Renewal

Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

Move-in Date

12/05/2025

Move-in Type

Tenant

User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed

Mobile Number

0555 0898XX

Move-In Details

Emirates ID Number	Emirates ID Expiry Date	Move-in Date	Tenancy Contract Number
784-xxxx-xxxxxx-x	12/05/2025	15/05/2025	AB-12345678

Tenancy Contract Start Date

12/05/2025

Tenancy Contract End Date

14/05/2026

Attach Documents

Emirates ID Front

Emirates ID Back

Ejari

Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

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 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#)

## Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

## Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Account Renewal

Awaiting Action 25

**15**

New Requests

**10**

RFI Submitted

02 SLA Breached

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

• Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

## Notification Title

• Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

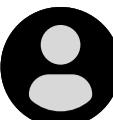
### Move-in

**PROPERTY FILTER ▾**

Breached SLA: 5    New: 5    RFI Pending: 5    Total: 15

 Refresh    Export All    Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

### Move-in

History Status **New** X Cancel Edit Mark RFI Approve

#### Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

#### Move-in Date

12/05/2025

#### Move-in Type

Owner

#### User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX

#### Email ID

essa.mohammed@gmail.com

#### Occupants Move in

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination  
Need wheelchair assistance for elderly patient during move-in



- Dashboard
- Occupancy Request
- Master Data Setup >
  - Move-in
  - Move-out
  - Account Renewal
  - Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in

 History Status New

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	Owner		

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID			
essa.mohammed@gmail.com			

## Occupants Move in

## Adult(s) (Above 12 years)\*

-	1	+
---	---	---

## Children (Ages 0-12)\*

-	1	+
---	---	---

## Household staff(s)

No	Yes
----	-----

## Pets(s)

No	Yes	-	1	+
----	-----	---	---	---

## People of determination

No	Yes
----	-----

## Please Provide Details

Need wheelchair assistance for elderly patient during move-in



Dashboard

Move-in

## History

Action Type

Created / Modified by

Created / Modified Date

Request Created

Essa Mohammed Ansari

12 Jun 2023

Request Created

Community Admin 1

08 Mar 2024

Request Amended

Community Admin 1

08 Mar 2024

Marked as RFI

Community Admin 1

08 Mar 2024

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



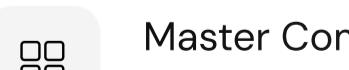
User Details



User Management



Privilege Management



Master Community Amenity



Service Fee



Dashboard



Occupancy Request



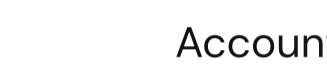
Master Data Setup



Move-in



Move-out



Account Renewal



Active Residents



Access Card



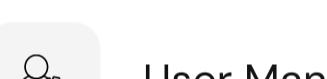
Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee

Move-in

Move-in

 History Status **New****Unit Details**

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	Tenant		

**User Details**

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed

**Mobile Number**

0555 0898XX

**Move-In Details**

Emirates ID Number	Emirates ID Expiry Date	Move-in Date
784-xxxx-xxxxxx-x	DD/MM/YYYY	DD/MM/YYYY
Tenancy Contract Number	Tenancy Contract Start Date	Tenancy Contract End Date
AB-12345678	DD/MM/YYYY	DD/MM/YYYY

**Attach Documents**

Emirates ID Front



Emirates ID Back



Ejari

**Occupant(s) Moving in****Adult(s) (Above 12 years)\***

-	1	+
---	---	---

**Children (Ages 0-12)\***

-	1	+
---	---	---

**Household staff(s)**

No	Yes
----	-----

**Pets(s)**

No	Yes
----	-----

-	1	+
---	---	---

**People of determination**

No	Yes
----	-----

**Please Provide Details**

Need wheelchair assistance for elderly patient during move-in

Cancel

Submit

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

Move-in

Move-in

History Status **New** × Cancel Edit Mark RFI Approve

Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

Move-in Date  
12/05/2025

Do you wish to proceed with Move-in request cancellation (X)

**Yes** **No**

Canceled the request

**SUBMIT**

Occupants Move in

Adult(s) (Above 12 years)	Pets(s)
3	2
People of determination	
Need wheelchair assistance for elderly patient during move-in	



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

● Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Property Filter ▾

 Refresh  Export All Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>

 Dashboard Occupancy Request Master Data Setup Move-in Move-out Account Renewal Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

## Move-in

## Move-in

Status ApprovedClose Request

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	
Tenant	12/05/2025	12/06/2025 	

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed

## Mobile Number

0555 0898XX

## Move-In Details

Emirates ID Number	Emirates ID Expiry Date	Move-in Date
784-xxxx-xxxxxx-x	12/05/2025	15/05/2025
Tenancy Contract Start Date	Tenancy Contract End Date	Actual Move-in Date
12/05/2025	14/05/2026	12/06/2025

## Attach Documents

Emirates ID Front Emirates ID Back Ejari 

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card Awaiting Action 18

**14**  
New Requests

O2 SLA Breached

[View All](#)

 Community Access Card Awaiting Action 20

**20**  
New Requests

O1 SLA Breached

[View All](#)

 Amenities Awaiting Action 18

**12**  
New Bookings

O1 SLA Breached

[View All](#)

 Update Profile Awaiting Action 25

**15**  
New Requests

O2 SLA Breached

**10**  
RFI Submitted

O1 SLA Breached

[View All](#)

 Service Fee Payment Awaiting Action 18

**12**  
New Requests

O1 SLA Breached

[View All](#)

 Move-in Awaiting Action 25

**15**  
New

O2 SLA Breached

**10**  
RFI Submitted

O1 SLA Breached

[View All](#)

 Move-Out Awaiting Action 25

**15**  
Ready to Move-Out

O2 SLA Breached

**10**  
Gate pass generated

O1 SLA Breached

[View All](#)

 Account Renewal Awaiting Action 25

**15**  
New Requests

O2 SLA Breached

**10**  
RFI Submitted

O1 SLA Breached

[View All](#)

**Latest Notifications**

 **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1h ago

 **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago

 **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit  
2h ago

 **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1d ago

 **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

PROPERTY FILTER ▾

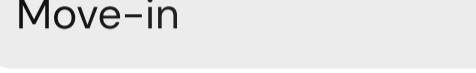
Closed: 5

Approved: 5

Total: 15

 Refresh  Export All Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>

-  Dashboard
-  Occupancy Request
-  Master Data Setup
  -  Move-in
  - Move-out
  - Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

### Move-in

Status Approved Close Request

#### Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	
Owner	12/05/2025	DD/MM/YYYY	

#### User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

#### Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

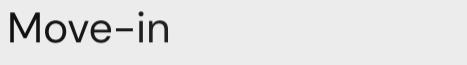
## Move-in

## Move-in

Property Filter ▾

 Refresh  Export All Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Closed	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	

-  Dashboard
-  Occupancy Request
-  Master Data Setup
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

### Move-in

Status **Closed**

Unit Details			
Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	Request Closed Date
Owner	12/05/2025	12/06/2025	15/06/2025

User Details			
First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

Move in Details			
Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

- Dashboard
- Occupancy Request
- Master Data Setup
- Move-in
- Move-out
- Account Renewal
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Move-out

### Move out

#### Unit Details

Master Community: Sobha Hartland | Community: The crest | Building/Street: Tower 1

Unit Number: A-123 | Move-in Date: DD/MM/YYYY

#### Owner Details

First Name: Essa | Middle Name: Mohammed | Last Name: Mohammed

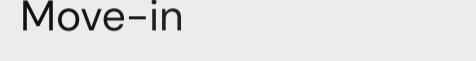
Mobile Number: 0555 0898XX | Email ID: essa.mohammed@gmail.com

#### Move in Details

Adult(s) (Above 12 years): 1 | Children (Ages 0-12): 1 | Household staff(s): No

Pets(s): Yes | People of determination: Yes

Please Provide Details:  
Need wheelchair assistance for elderly patient during move-in

-  Dashboard
-  Occupancy Request
-  Master Data Setup
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

### Move-in

Status Closed Move Out Account Renewal

#### Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	Request Closed Date
Owner	12/05/2025	12/06/2025	15/06/2025

#### User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

#### Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

30 days before move-in end date option will be enabled



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit

2h ago



Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

[Create Request](#)

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

[Refresh](#) [Export All](#)[Search](#)

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in



## Owner



## Move in 3 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details

Apply

## Tenant



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Ejari
2. Emirates ID

Apply

## HHO Unit



## Move in 3 Steps

- 1 Move-In Details
- 2 Attach Document



## Document Required

1. Unit Permit

Apply

## HHO Company



## Move in 4 Steps

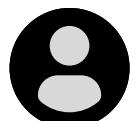
- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Trade License of the Company
2. Unit Permit
3. Emirates ID

Apply



Dashboard

Occupancy Request

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

## Move-in

## Move-in

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Tower/Street

Tower 1

Unit Number

A-123

Move-in Date

DD/MM/YYYY

Move-in Type

HHO Company

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

## Move-in Details

Representative Name

Essa

Company

ABC Company

Company Email ID

abccompany@gmail.com

Operator Office Number

+971 122345678

Trade License Number

12345678

Trade License Expiry date

DD/MM/YYYY

Lease Start Date

DD/MM/YYYY

Lease End Date

DD/MM/YYYY

Nationality

United Arab Emirates

Emirates ID Number

12345678

Emirates ID Expiry Date

DD/MM/YYYY

## Unit Permit Details

Unit Permit Number

123

Unit Permit Start Date

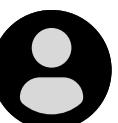
DD/MM/YYYY

Unit Permit Expiry Date

DD/MM/YYYY

Cancel

Next



- Dashboard
- Occupancy Request
- Master Data Setup
  - Move-in**
  - Move-out
  - Account Renewal
  - Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in

## Attach documents

Unit Permit

Emirates ID Front

Emirates ID Back

Company Trade License

Upload Unit Permit

Upload Emirates ID Front

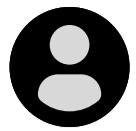
Upload Emirates ID Back

Upload Company Trade License



Cancel

Submit



Dashboard



## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee



-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

### Move-in

### Move-in

**PROPERTY FILTER ▾**

Breached SLA: 5    New: 5    RFI Pending: 5

⟳ Refresh    ⚡ Export All    Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	102	25 Jul 2025	25 Jul 2026	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>

◀ 1 2 3 4 5 ... 95 ▶



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago



Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

### Move-in

### Move-in

PROPERTY FILTER ▾

Breached SLA: 5    New: 5    RFI Pending: 5

⟳ Refresh    ⚡ Export All    Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
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123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
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123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>

◀ 1 2 3 4 5 ... 95 ▶



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

## Move-in



Owner



Tenant



HHO Unit



HHO Company



## Move in 3 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details



## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Ejari
2. Emirates ID

ApplyApplyApplyApply

## Move in 3 Steps

- 1 Move-In Details
- 2 Attach Document



## Document Required

1. Unit Permit

Apply

## Move in 4 Steps

- 1 Property Details
- 2 Verify Your Details
- 3 Move-In Details
- 4 Attach Documents



## Documents Required

1. Trade License of the Company
2. Unit Permit
3. Emirates ID

Apply

-  Dashboard
-  Occupancy Request ▾
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card ▾
-  Amenity ▾
-  Visitor Management ▾
-  User Details ▾
-  User Management ▾
-  Privilege Management ▾
-  Master Community Amenity ▾
-  Service Fee ▾

## Move-in

## Move-in

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Move-in Date

DD/MM/YYYY

Move-in type

HHO Unit

## User Details

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

Email ID

essa.mohammed@gmail.com

## Unit Permit Details

Unit Permit Number

AB-12345678

Unit Permit start date

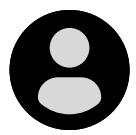
DD/MM/YYYY

Unit Permit end date

DD/MM/YYYY

Cancel

Submit



- Dashboard
- Occupancy Request ▾
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card ▾
- Amenity ▾
- Visitor Management ▾
- User Details ▾
- User Management ▾
- Privilege Management ▾
- Master Community Amenity ▾
- Service Fee ▾

## Move-in

## Move-in

## Attach documents

## Unit Permit

Upload Unit Permit\*



Cancel

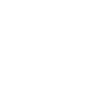
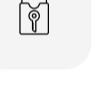
Submit

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

### Move-in

### Move-in

PROPERTY FILTER ▾

Breached SLA: 5    New: 5    RFI Pending: 5

⟳ Refresh    ⚡ Export All    ⚡ Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	25 Jul 2025	25 Jul 2026	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>

◀ 1 2 3 4 5 ... 95 ▶



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard



Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#)

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New Requests

02 SLA Breached

[View All](#)**10**

RFI Submitted

01 SLA Breached



Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New

02 SLA Breached

[View All](#)**10**

RFI Submitted

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#)

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago



Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

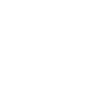
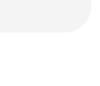
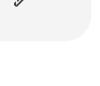
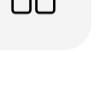
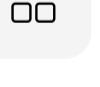
1d ago



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

### Move-in

Property Filter ▾⟳ Refresh EXPORT ALL Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>

< 1 2 3 4 5 ... 95 >

Dashboard

Occupancy Request

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Move-in

## Move-in

History

Status

New

Cancel

Edit

Mark RFI

Approve

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

Move-in Date	Move-in Type
12/05/2025	HHO Company

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	Tenancy Contract Number	Tenancy Contract Start Date	Tenancy Contract End Date
essa.mohammed@gmail.com	AB-12345678	12/05/2025	12/05/2025

## Move in Details

Representative Name	Company	Compay Email ID	Operator Office Number
Essa	ABC Company	abccompany@gmail.com	Essa
Trade License Number	Trade License Expiry Date	Lease Start Date	Lease End Date
AB-123456	10/07/2025	09/05/2025	09/05/2026

Nationality	Emirates ID Number	Emirates ID Expiry Date
United Arab Emirates	12345678	09/05/2025

## Unit Permit Details

Unit Permit Number	Unit Permit Start Date	Unit Permit End Date
AB-12345678	ABC Company	abccompany@gmail.com

## Attach Documents

Unit Permit



Emirates ID Front



Emirates ID Back



Company Trade License



Dashboard

Occupancy Request

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Account Renewal

## Account Renewal

History Status New Cancel Edit Mark RFI Approve

### Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	HHO Company		

### User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number			
0555 0898XX			

### Move-In Details

Emirates ID Number	Emirates ID Expiry Date	Move-in Date	Tenancy Contract Number
784-xxxx-xxxxxx-x	12/05/2025	15/05/2025	AB-12345678
Tenancy Contract Start Date	Tenancy Contract End Date		
12/05/2025	14/05/2026		

### Attach Documents

Emirates ID Front  

Emirates ID Back  

Ejari  

### Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

**10**

RFI Submitted

02 SLA Breached

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

## Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
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-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Dashboard &gt; Move-in Request

## Move-in

[Create Request](#)

PROPERTY FILTER ▾

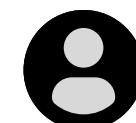
Breached SLA: 5

New: 5

RFI Pending: 5

[Refresh](#) [Export All](#)[Search](#)

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	New	<button>View</button>
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123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	RFI Submitted	<button>View</button>



- Dashboard
- Occupancy Request ▾
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card ▾
- Amenity ▾
- Visitor Management ▾
- User Details ▾
- User Management ▾
- Privilege Management ▾
- Master Community Amenity ▾
- Service Fee ▾

## Account Renewal

## Account Renewal

 History Status New X Cancel  Edit  Mark RFI Approve

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	HHO Unit		

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Attach Documents

 Unit Permit

## Occupants Move in

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in

- Dashboard
- Occupancy Request ▾
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card ▾
- Amenity ▾
- Visitor Management ▾
- User Details ▾
- User Management ▾
- Privilege Management ▾
- Master Community Amenity ▾
- Service Fee ▾

## Account Renewal

## Account Renewal

 History
Status
New

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	HHO Unit		

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	DD/MM/YYYY	DD/MM/YYYY

## Attach Documents



Unit Permit



## Occupants Move in

Adult(s) (Above 12 years)\*

-	1	+
---	---	---

Children (Ages 0-12)\*

-	1	+
---	---	---

Household staff(s)

No	Yes
----	-----

Pets(s)

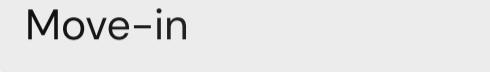
No	Yes	-	1	+
----	-----	---	---	---

People of determination

No	Yes
----	-----

Please Provide Details

Need wheelchair assistance for elderly patient during move-in

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

### Move-in

History Status **New** Cancel Edit Mark RFI Approve

#### Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	HHO Unit		

#### User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

#### Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

#### Attach Documents

 Unit Permit 

#### Occupants Move in

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

Dashboard

Occupancy Request

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Move-in

Move-in

History Status New

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Move-in Type		
12/05/2025	HHO Company		

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	Tenancy Contract Number	Tenancy Contract Start Date	Tenancy Contract End Date
essa.mohammed@gmail.com	AB-12345678	12/05/2025	12/05/2025

## Move-in Details

Representative Name	Company	Company Email ID
Essa	ABC Company	abccompany@gmail.com
Operator Office Number	Trade License Number	Trade License Expiry date
+971 122345678	12345678	DD/MM/YYYY
Lease Start Date	Lease End Date	Nationality
DD/MM/YYYY	DD/MM/YYYY	United Arab Emirates
Emirates ID Number	Emirates ID Expiry Date	
12345678	DD/MM/YYYY	

## Unit Permit Details

Unit Permit Start Date	Unit Permit End Date
DD/MM/YYYY	DD/MM/YYYY

## Attach Documents

Unit Permit		Emirates ID Front		Emirates ID Back	
Company Trade License					

Cancel

Submit



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago



Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

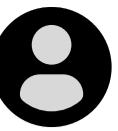
1d ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)



- Dashboard
- Occupancy Request
- Master Data Setup
- Move-in
- Move-out
- Account Renewal
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-in

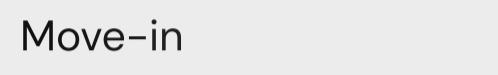
### Move-in

PROPERTY FILTER ▾Closed: 5Approved: 5Total: 15

⟳ RefreshEXPORT ALLSEARCH

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	Action
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Closed	<button>View</button>

< 1 2 3 4 5 ... 95 >

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
  -  Move-in
  - Move-out
  - Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Status ApprovedClose Request

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

Move-in Type	Move-in Date	Actual Move-in Date
HHO Unit	12/05/2025	<input type="text" value="DD/MM/YYYY"/> 

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Mobile Number	Email ID		
0555 0898XX	essa.mohammed@gmail.com		

## Unit Permit Details

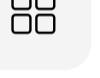
Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

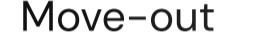
## Move-in

### Move-in

Property Filter ▾⟳ Refresh EXPORT ALL Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	Action
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>

< 1 2 3 4 5 ... 95 >

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Status Closed

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	Request Closed Date
HHO Unit	12/05/2025	12/06/2025	15/06/2025

## User Details

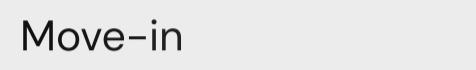
First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID			essa.mohammed@gmail.com

## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Status **Closed****Move Out****Account Renewal**

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	
Owner	12/05/2025	12/06/2025	

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID			

## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

## Account Renewal

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Move-in Date

DD/MM/YYYY

Move-in Type

HHO Unit

## User Details

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

Email ID

essa.mohammed@gmail.com

## Unit Permit Details

Unit Permit Number

AB-12345678

Unit Permit start date

DD/MM/YYYY

Unit Permit end date

DD/MM/YYYY

Cancel

Submit

-  Dashboard
-  Occupancy Request ^
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card ^
-  Amenity ^
-  Visitor Management ^
-  User Details ^
-  User Management ^
-  Privilege Management ^
-  Master Community Amenity ^
-  Service Fee ^

## Account Renewal

## Account Renewal

## Attach documents

Unit Permit

Upload Unit Permit\*



Cancel

Submit



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

02 SLA Breached

**10**

Gate pass generated

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

 Notification Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Property Filter ▾

 Refresh  Export All Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	<button>View</button>

Dashboard

Move-in

### Move-in

Status **Approved** Close Request

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	
HHO Company	12/05/2025	12/06/2025	

### Unit Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	Tenancy Contract Number	Tenancy Contract Start Date	Tenancy Contract End Date
essa.mohammed@gmail.com	AB-12345678	12/05/2025	12/05/2025

### User Details

Representative Name	Company	Compay Email ID	Operator Office Number
Essa	ABC Company	abccompany@gmail.com	Essa
Trade License Number	Trade License Expiry Date	Lease Start Date	Lease End Date
AB-123456	10/07/2025	09/05/2025	09/05/2026
Nationality	Emirates ID Number	Emirates ID Expiry Date	
United Arab Emirates	12345678	09/05/2025	

### Move in Details

Unit Permit Number	Unit Permit Start Date	Unit Permit End Date
AB-12345678	ABC Company	abccompany@gmail.com

### Unit Permit Details

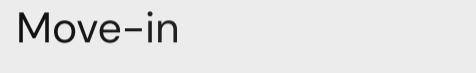
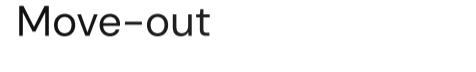
Attach Documents

Unit Permit

Emirates ID Front

Emirates ID Back

Company Trade License

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Status **Closed****Move Out****Account Renewal**

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	Request Closed Date
HHO Unit	12/05/2025	12/06/2025	15/06/2025

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	essa.mohammed@gmail.com		

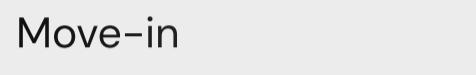
## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			

30 days before move-in end date option will be enabled

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
  -  Move-in
  -  Move-out
  -  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

## Move-in

Status **Closed****Move Out**

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Type	Move-in Date	Actual Move-in Date	Request Closed Date
HHO Unit	12/05/2025	12/06/2025	15/06/2025

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	essa.mohammed@gmail.com		

## Unit Permit Details

Unit Permit Number	Unit Permit start date	Unit Permit end date
AB-12345678	12/05/2025	12/05/2025

## Move in Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

 Vehicle Access Card

Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#) Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#) Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#) Move-Out

Awaiting Action 25

**15**

Ready to Move-Out

**10**

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#) Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#) Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#) Account Renewal

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit

2h ago

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago

**Notification Title**

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

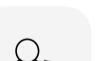
 Dashboard Occupancy Request Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

 Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

## Move-out

Create Request

## Move-out

PROPERTY FILTER ▾

Closed: 5

Approved: 5

Total: 10

 Refresh  Export All Search

Request ID	Move-out Type	Master Community	Community	Tower	Unit	Created Date	Move Out Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Approved	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	Approved	
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Approved	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Approved	
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Approved	

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
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-  Amenity
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-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-out

### Move-out

#### Unit Details

Master Community: Sobha Hartland

Community: The crest

Building/Street: Tower 1

Unit Number: A-123

#### User Details

First Name: Essa

Middle Name: Mohammed

Last Name: Mohammed

Mobile Number: 0555 089812

Email ID: essa.mohammed@gmail.com

Residency Type: Owner

#### Move Out Details

Move-out Date: DD/MM/YYYY

Reason for Move-Out: Job Relocation

All the outstanding charges for cooling and hot waer in the unit are paid by the resident For the security deposit resident will contact the billing & collection service provider.\*

Cancel Submit



- Dashboard
- Occupancy Request
- Master Data Setup
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Move-Out

## History

Action Type	Created / Modified by	Created / Modified Date
Request Created	Essa Mohammed Ansari	12 Jun 2024
Request Created	Community Admin 1	08 Mar 2024
Request Amended	Community Admin 1	08 Mar 2024
Marked as RFI	Community Admin 1	08 Mar 2024

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-out

## Move-out

 History Status **Approved** 

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 089812
Email ID	Residency Type		
essa.mohammed@gmail.com	Owner		

## Move Out Details

Move-out Date	Reason for Move-Out
20/05/2025	Job Relocation

 All the outstanding charges for cooling and hot waer in the unit are paid by the resident For the security deposit resident will contact the billing & collection service provider\*.

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
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-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

Move-out

## Move-out

History Cancel Edit Approve

### Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

### User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 089812
Email ID	Residency Type		
essa.mohammed@gmail.com	Owner		

### Move Out Details

Move-out Date	Reason for Move-Out
20/05/2025	Job Relocation

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-out

### Move-out

 History Status New

Unit Details			
Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

User Details			
First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 089812
Email ID	Residency Type		
essa.mohammed@gmail.com	Owner		

Move Out Details	
Move-out Date	Reason for Move-Out
<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="Job Relocation"/>

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-Out

## Move-out

Status **Approved****Close Request**

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Tower/Street

Tower 1

Unit Number

A-123

## User Details

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

Email ID

essa.mohammed@gmail.com

Residency Type

Owner

## Move Out Details

Move-out Date

20/05/2025

Reason for Move-Out

Job Relocation

Actual Move-out Date

DD/MM/YYYY

 All the outstanding charges for cooling and hot waer in the unit are paid by the resident For the security deposit resident will contact the billing & collection service provider\*.

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-Out

## Move-out

Status Moved-Out

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Tower/Street

Tower 1

Unit Number

A-123

## User Details

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 0898XX

Email ID

essa.mohammed@gmail.com

Residency Type

Owner

## Move Out Details

Move-out Date

20/05/2025

Reason for Move-Out

Job Relocation

Actual Move-out Date

12/06/2025

Request Closed Date

15/06/2025

 All the outstanding charges for cooling and hot waer in the unit are paid by the resident For the security deposit resident will contact the billing & collection service provider\*.

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-Out

## Move-out

Status **Approved**

Close Request

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Tower/Street

Tower 1

Unit Number

A-123

## User Details

First Name

Essa

Email ID

essa.mohammed@gmail.com

## Move Out Details

Move-out Date

20/05/2025

SUBMIT



Canceled the request

Yes

No

 All the outstanding charges for cooling and hot waer in the unit are paid by the resident For the security deposit resident will contact the billing & collection service provider\*.

- Dashboard
- Occupancy Request
- Master Data Setup
- Move-in
- Move-out
- Account Renewal
- Active Residents
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- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Move-out

Move-out

Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

User Details

First Name	Essa
Email ID	essa.mohammed@gmail.com

Move Out Details

Move-out Date	SUBMIT
20/05/2025	

Should the customer be notified about the move-out?

**Yes** **No**

Canceled the request



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*

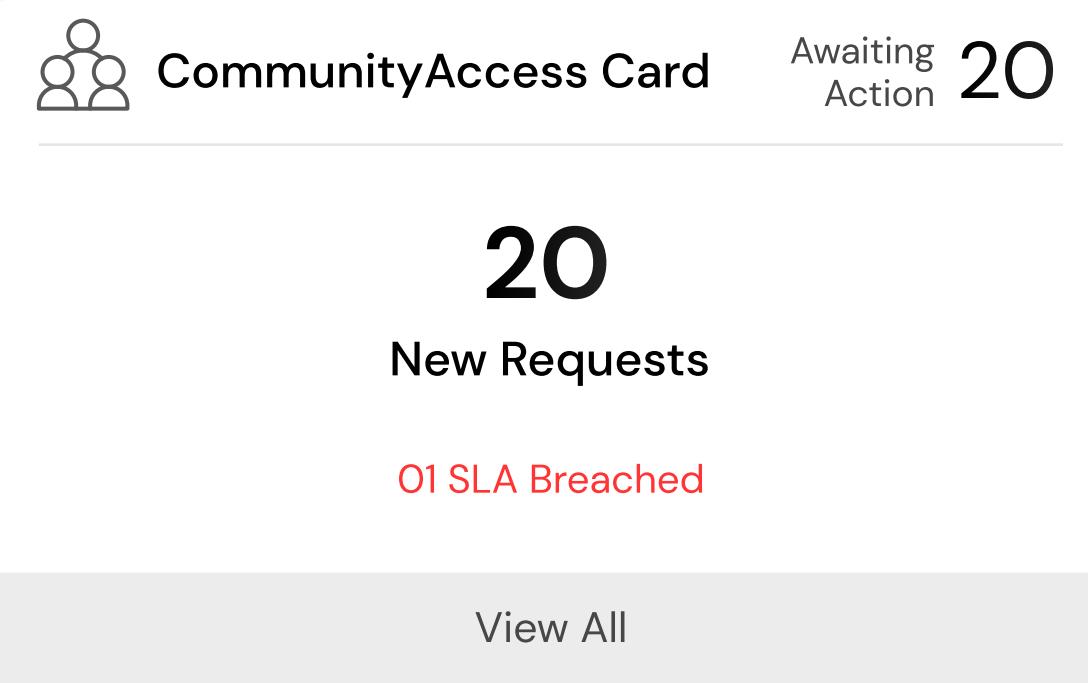
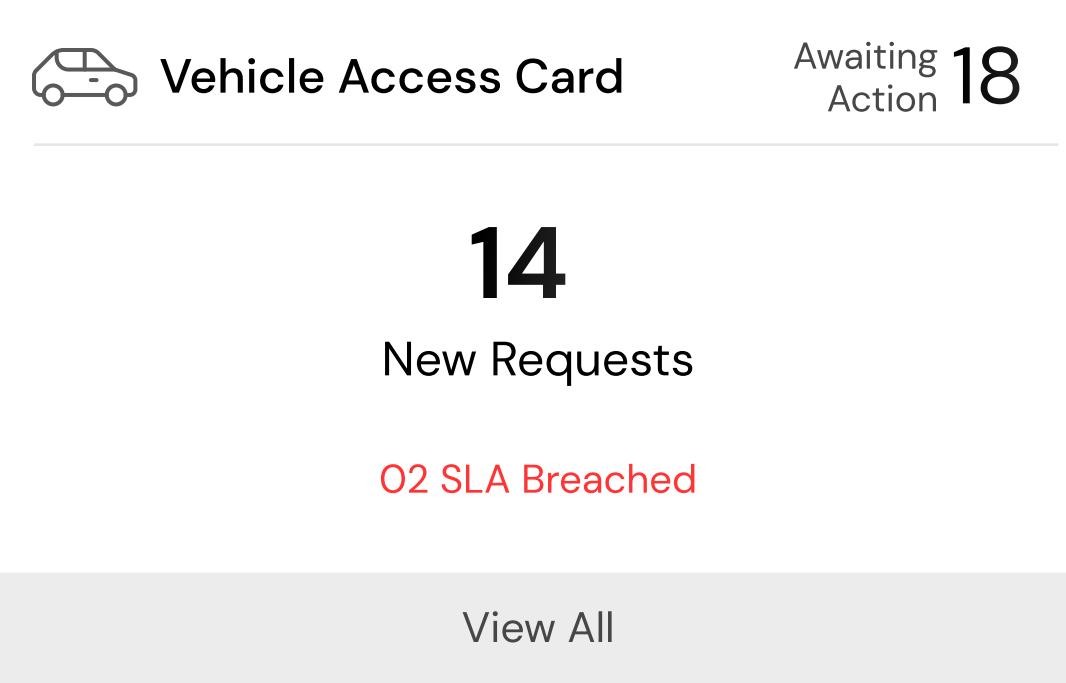


Remember me

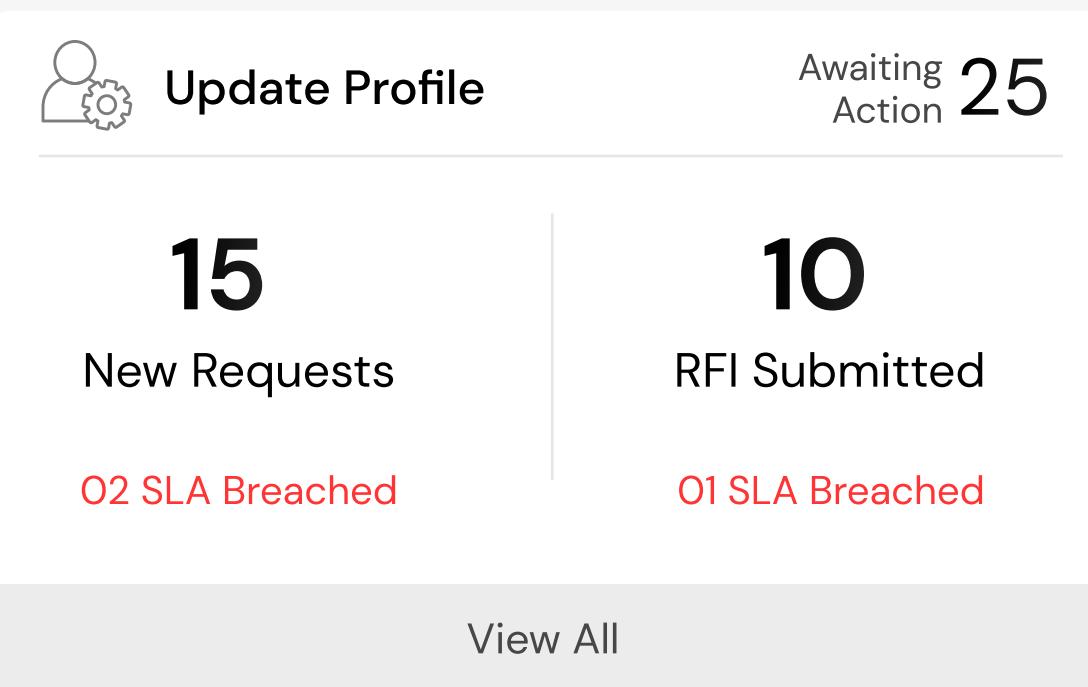
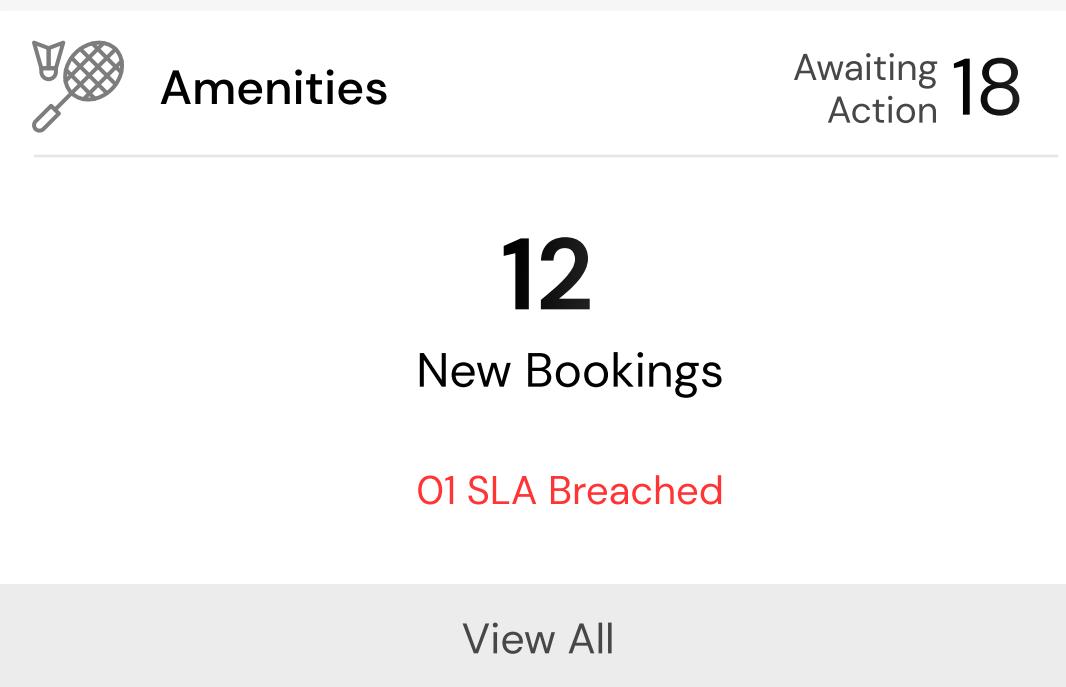
[Forgot Password?](#)

**Sign In**

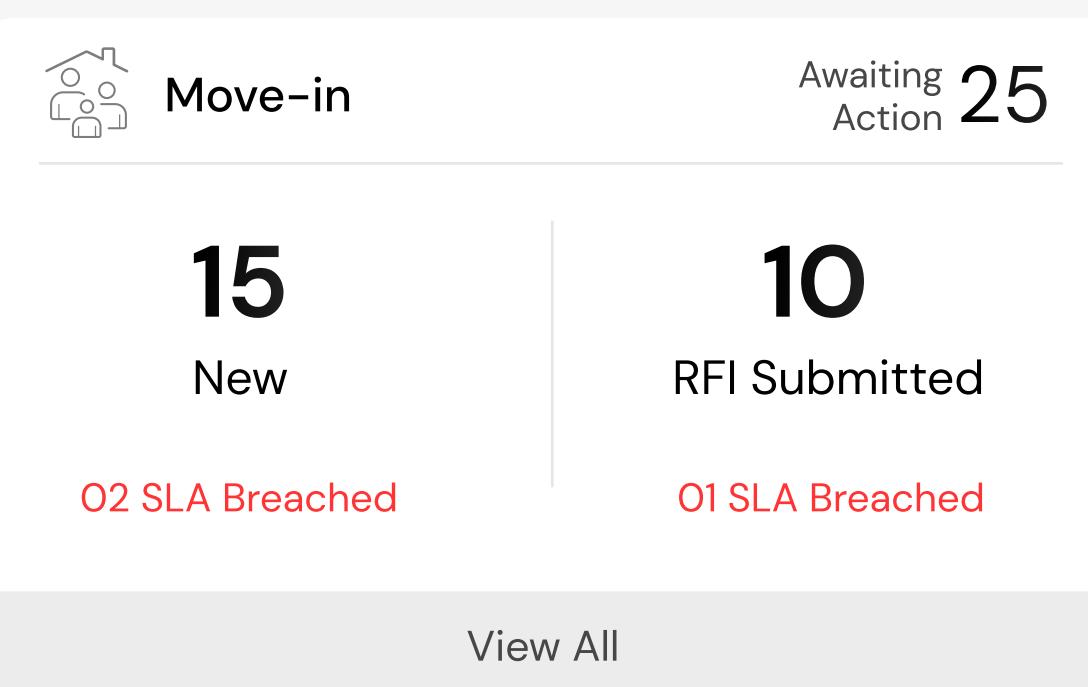
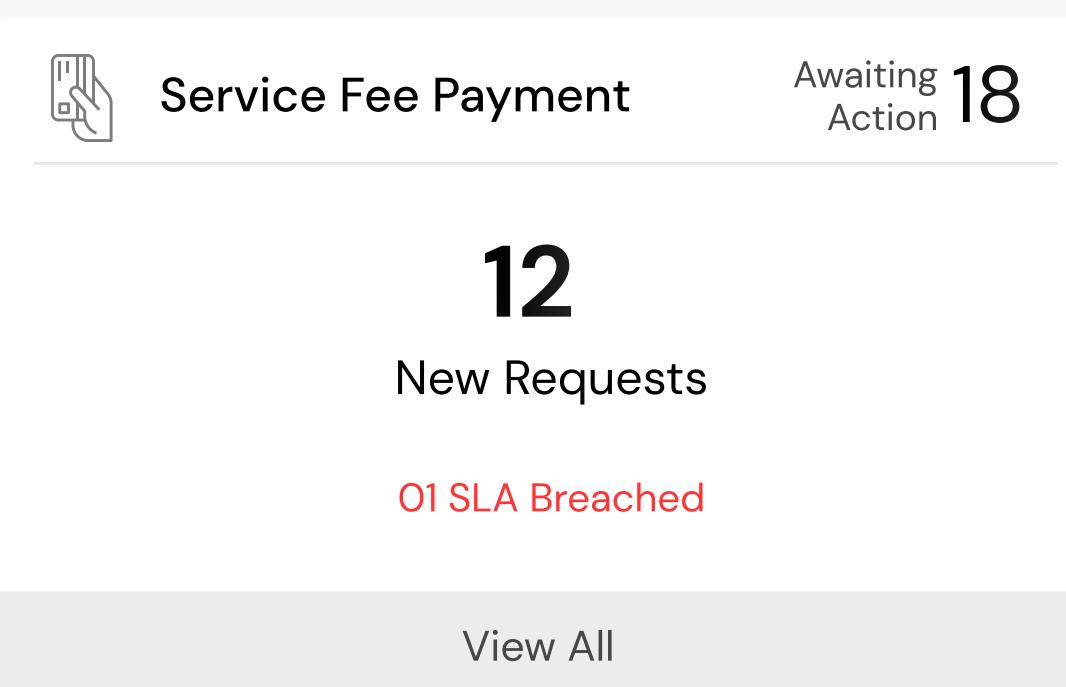
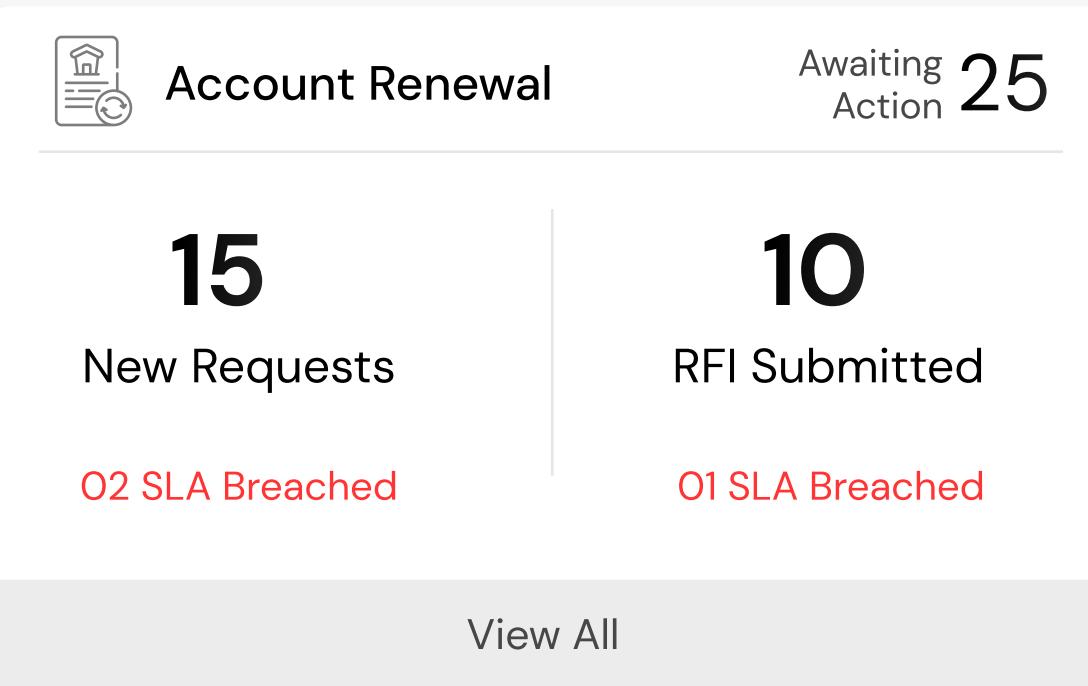
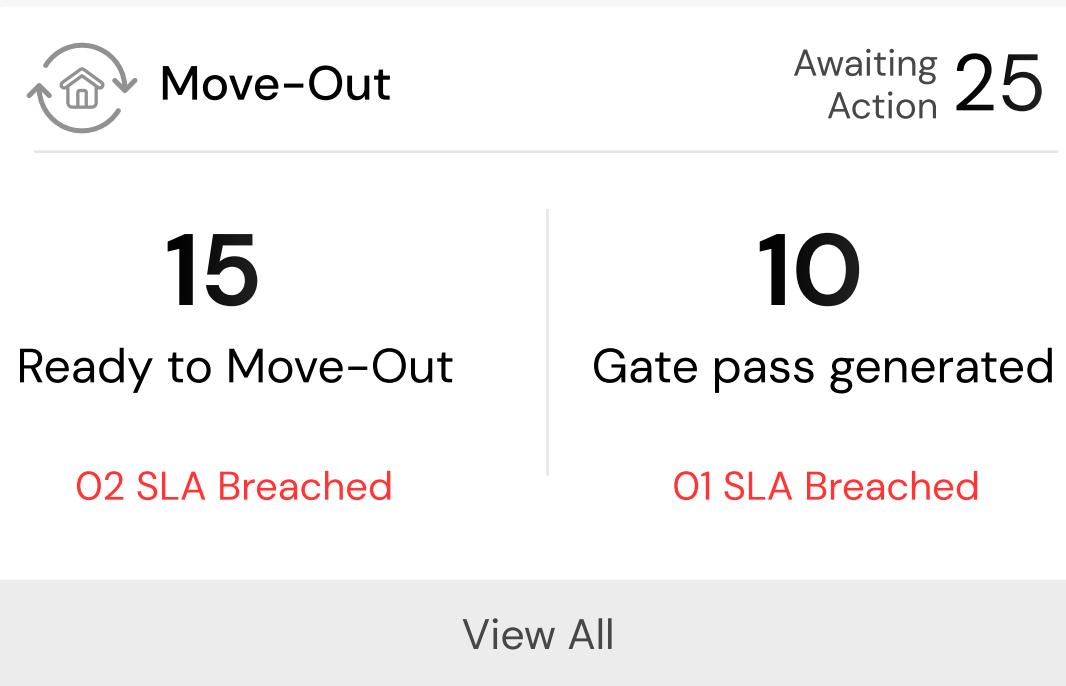
## Dashboard



- Latest Notifications**
- Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1h ago



- Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago
- Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit  
2h ago
- Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1d ago
- Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago

[View All](#)

 Dashboard Occupancy Request Master Data Setup

Move-in

Move-out

 Account Renewal

Active Residents

 Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

## Account Renewal

Create Request

## Account Renewal

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

Total: 15

⟳ Refresh ⚡ Export All

🔍 Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>

◀ 1 2 3 4 5 ... 95 ▶

- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Account Renewal

## Account Renewal

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Dashboard

Account Renewal

## Account Renewal

Unit Details

Master Community: Sobha Hartland

Community: The crest

Building/Street: Tower 1

Unit Number: A-123

User Details

First Email ID: essa.mohammed@gmail.com

First Name: Essa

Middle Name: Mohammed

Last Name: Mohammed

Mobile Number: 0555 089812

Move-in Type: Tenant

Account Renewal Details

Tenancy Start Date: DD/MM/YYYY

Tenancy End Date: DD/MM/YYYY

Occupants Details

Adult(s) (Above 12 years)\*: 1

Children (Ages 0-12)\*: 1

Household staff(s): No (selected)

Pets(s): Yes

People of determination: Yes

Please Provide Details

Need wheelchair assistance for elderly patient during move-in

Cancel

Next

Dashboard

Occupancy Request

Master Data Setup >

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

Account Renewal

Account Renewal

Attach documents

Ejari

Upload Ejari\*

Max File Size: **2MB**

Supporting File Type: PDF, JPG, JPEG, PNG , Gif

Cancel

Submit

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

[Create Request](#)

## Account Renewal

Property Filter ▾

[⟳ Refresh](#) [EXPORT ALL](#)[SEARCH](#)

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2026	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

## Account Renewal

 History Status Renewed 

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Unit Number			
A-123			

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number			Move-in Type
0555 089812			Tenant

## Account Renewal Details

Tenancy Start Date	Tenancy End Date
15/05/2025	14/05/2026



Ejari



 Dashboard

Account Renewal

 Occupancy Request Master Data Setup

Move-in

Move-out

 Account Renewal

Active Residents

 Access Card Amenity Visitor Management User Details User Management Privilege Management Master Community Amenity Service Fee

## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

## Account Renewal

 HistoryStatus **New** Cancel Edit Mark RFI Approve

## Unit Details

Master Community

Community

Building/Street

Unit Number

Sobha Hartland

The crest

Tower 1

A-123

Unit Number

A-123

## User Details

Email ID

First Name

Middle Name

Last Name

essa.mohammed@gmail.com

Essa

Mohammed

Mohammed

Mobile Number

Move-in Type

0555 089812

Tenant

## Account Renewal Details

Tenancy Start Date

Tenancy End Date

15/05/2025

14/05/2026

 Ejari

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card <
-  Amenity <
-  Visitor Management <
-  User Details <
-  User Management <
-  Privilege Management <
-  Master Community Amenity <
-  Service Fee <

## Account Renewal

## Account Renewal

 HistoryStatus **New** Cancel Mark RFI Edit Approve

## Unit Details

Master Community

Community

Building/Street

Unit Number

Sobha Hartland

The crest

Tower 1

A-123

Unit Number

A-123

## User Details

Email ID

First Name

Middle Name

Last Name

essa.mohammed@gmail.com

Essa

Mohammed

Mohammed

Mobile Number

Move-in Type

0555 089812

Tenant

## Account Renewal Details

Tenancy Start Date

Tenancy End Date

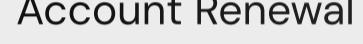
15/05/2025

14/05/2026



Ejari



-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

## Account Renewal

 History Status Renewed 

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Unit Number			
A-123			

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number			Move-in Type
0555 089812			Tenant

## Account Renewal Details

Tenancy Start Date	Tenancy End Date
15/05/2025	14/05/2026

 Ejari



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*

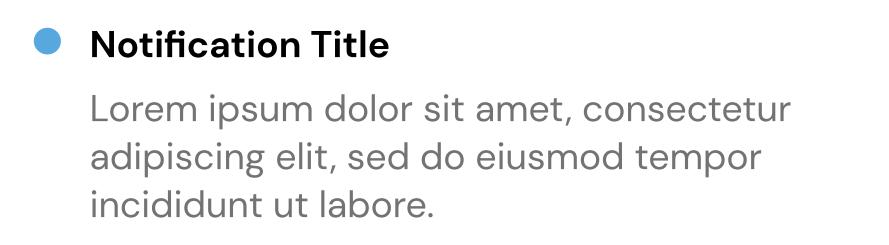
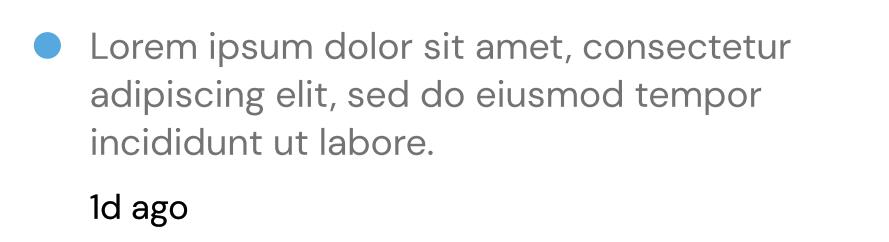
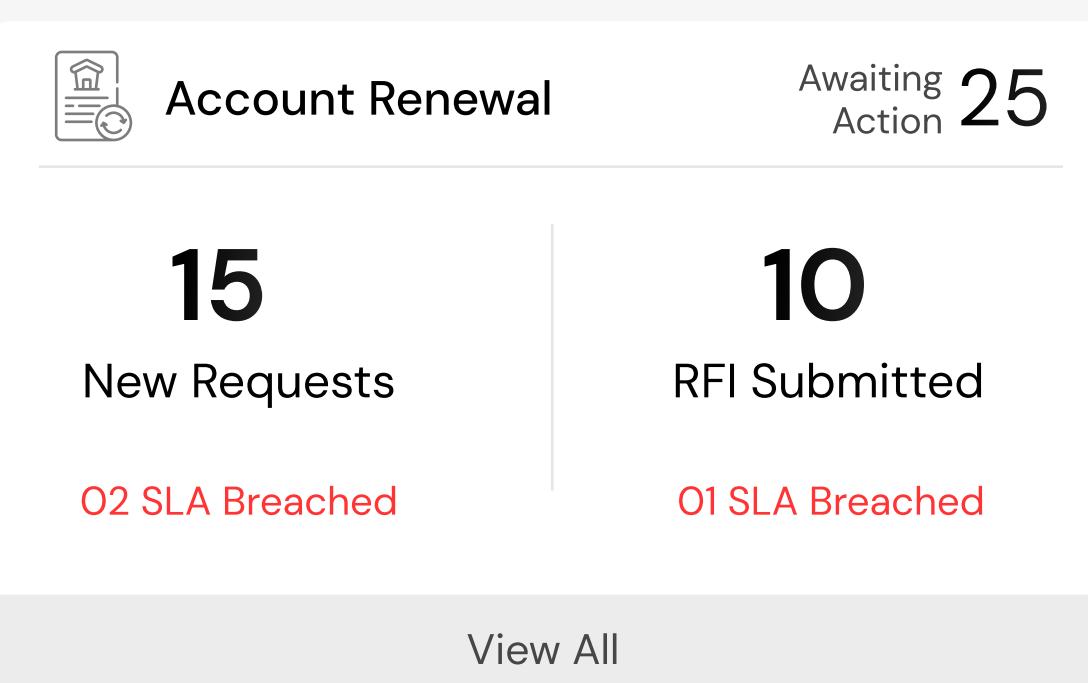
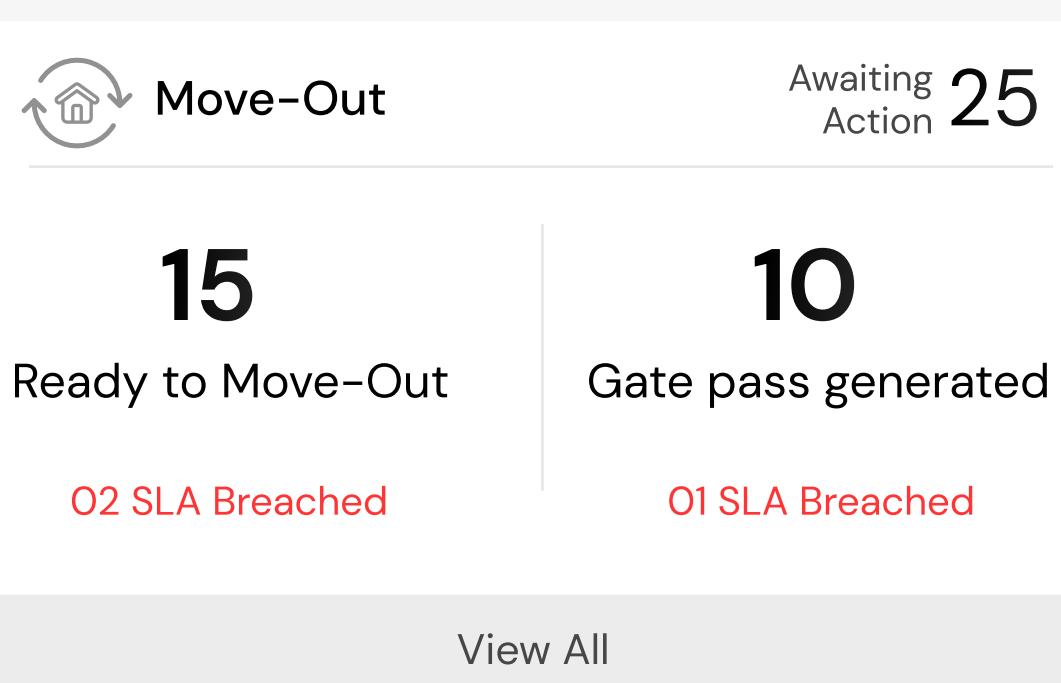
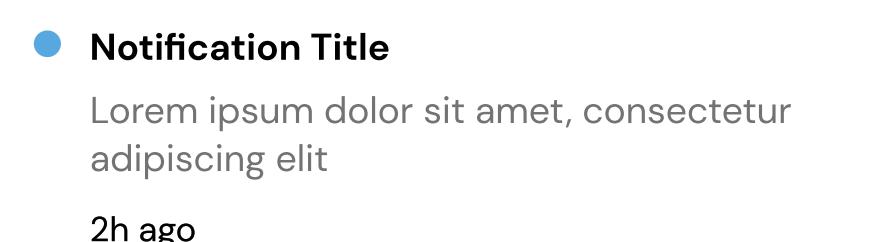
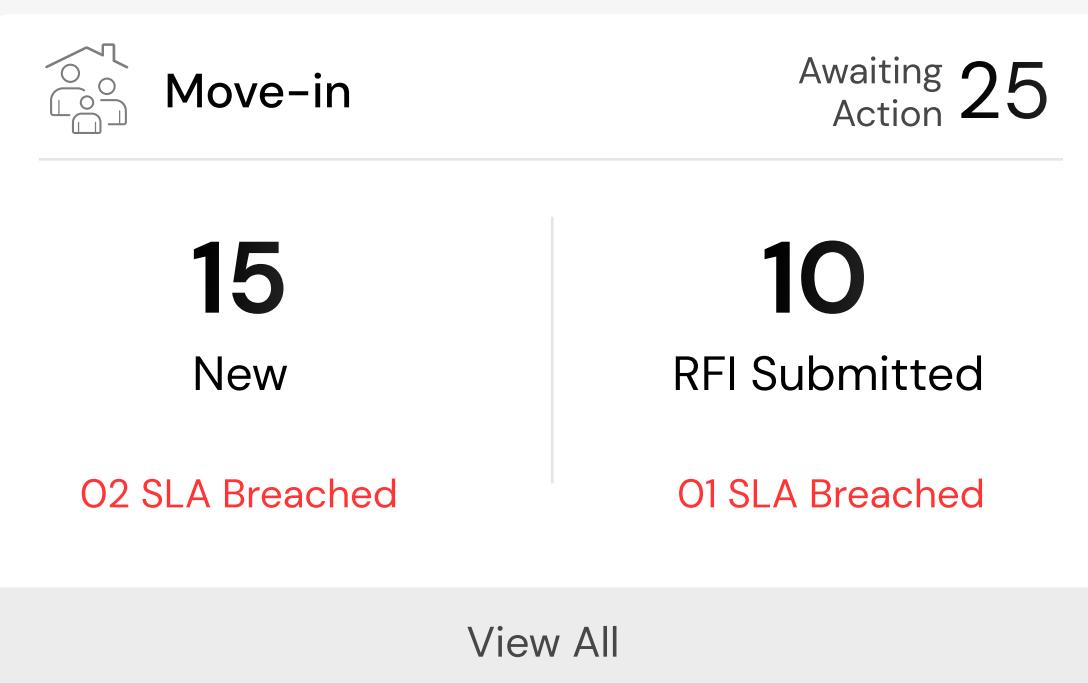
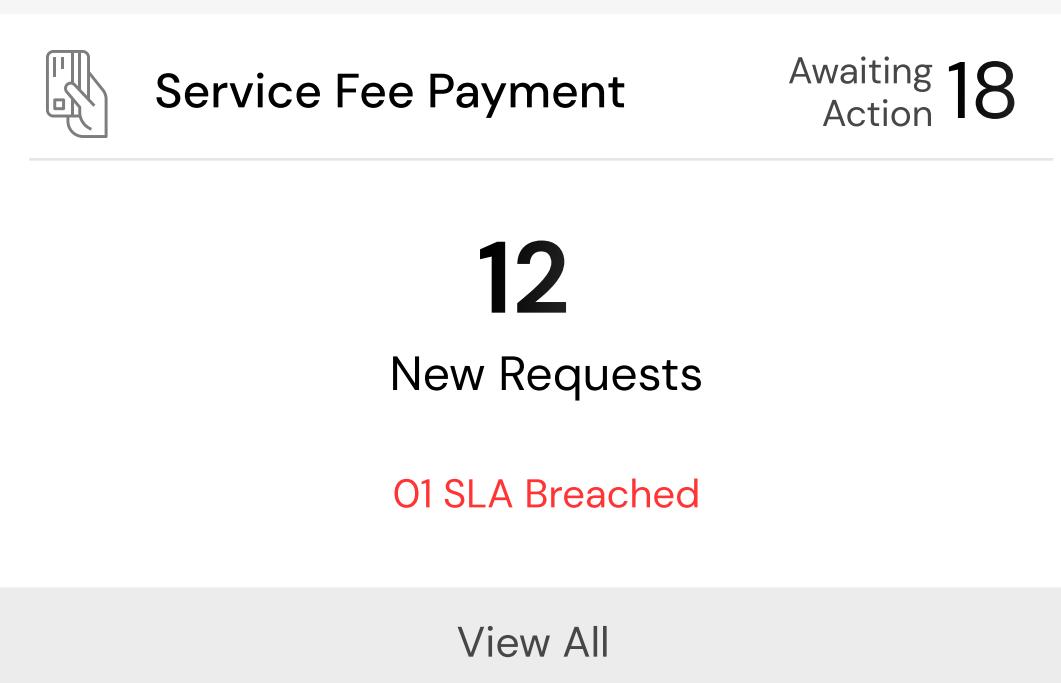
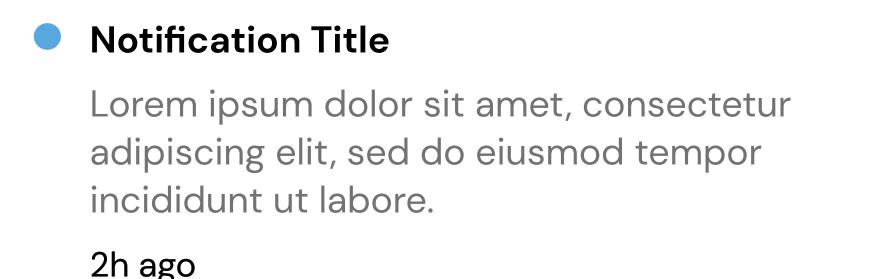
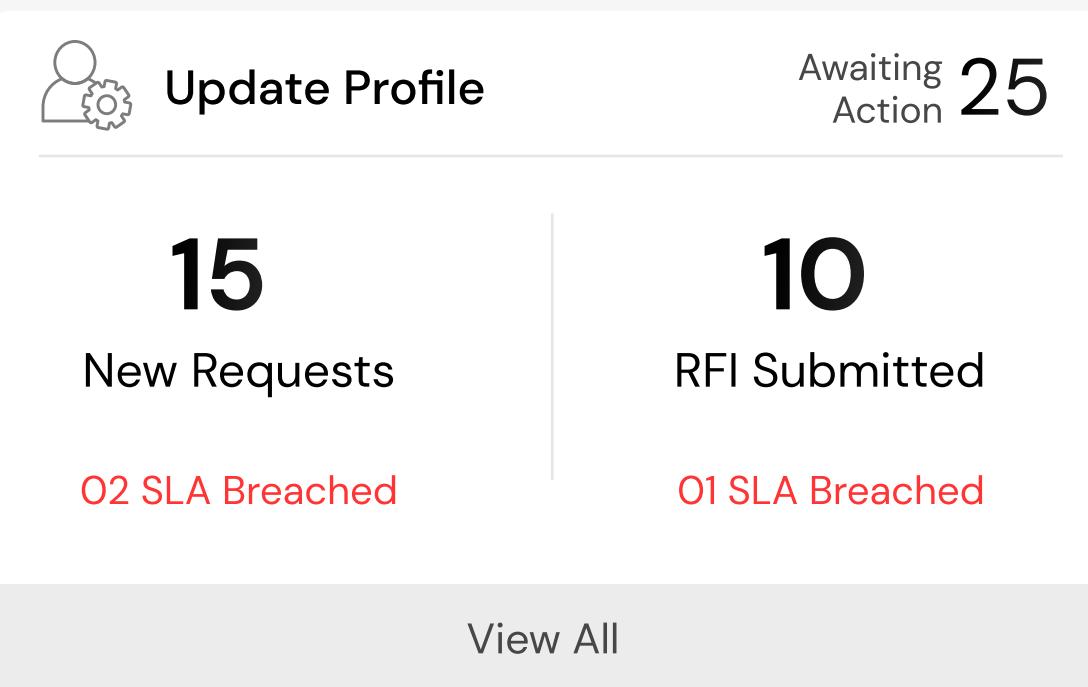
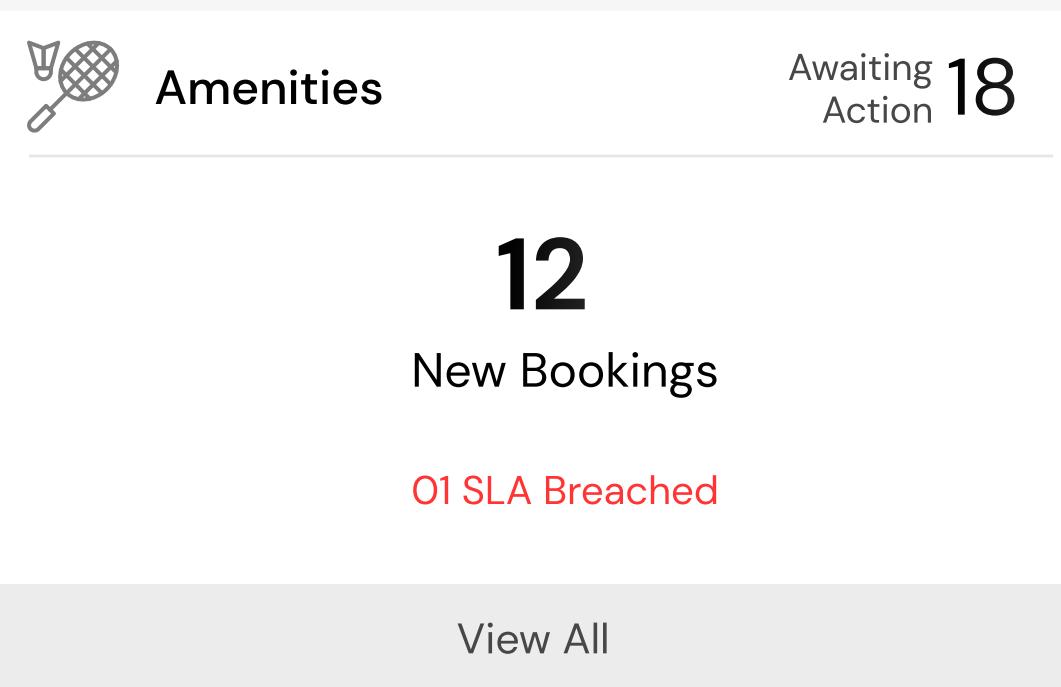
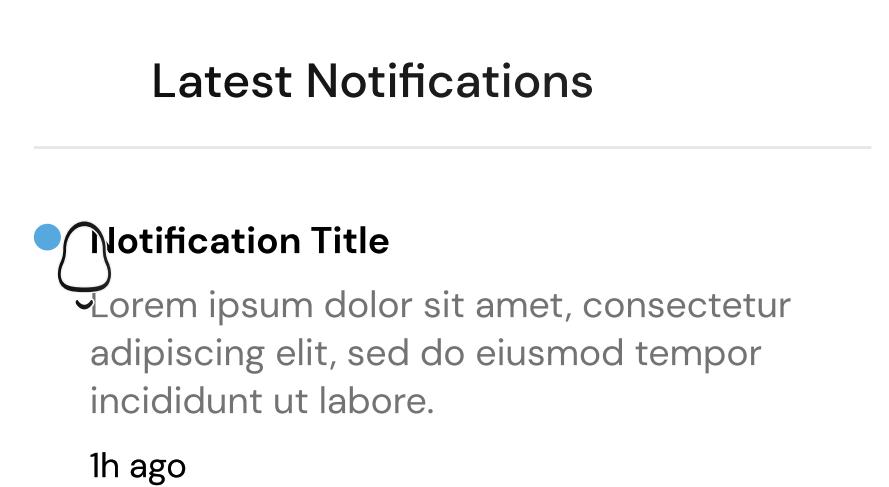
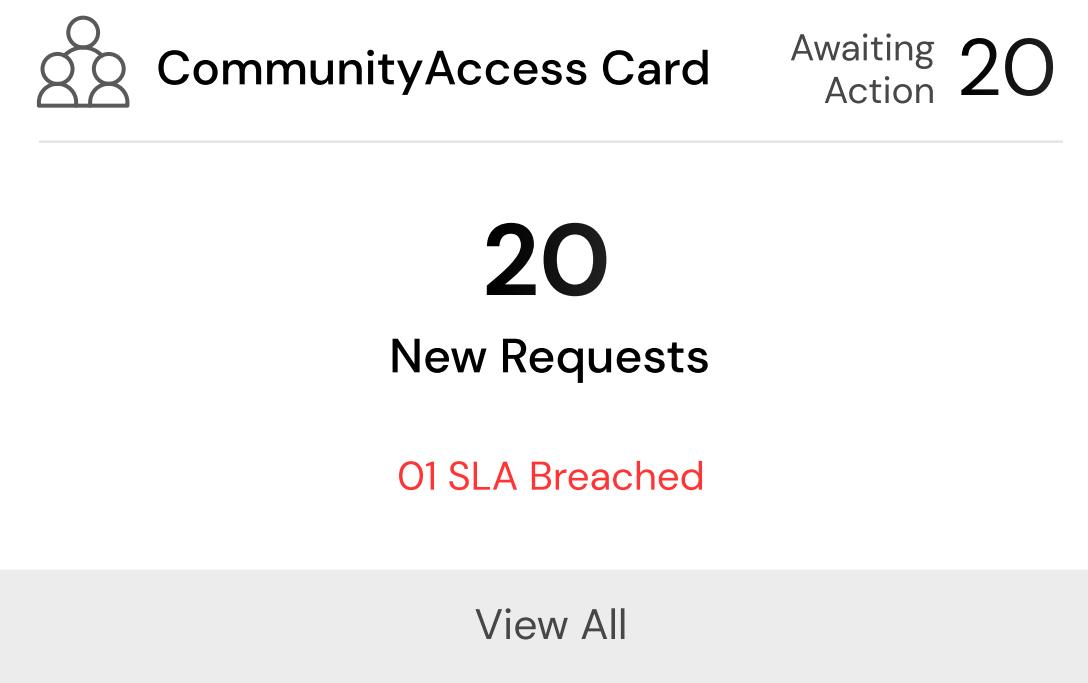
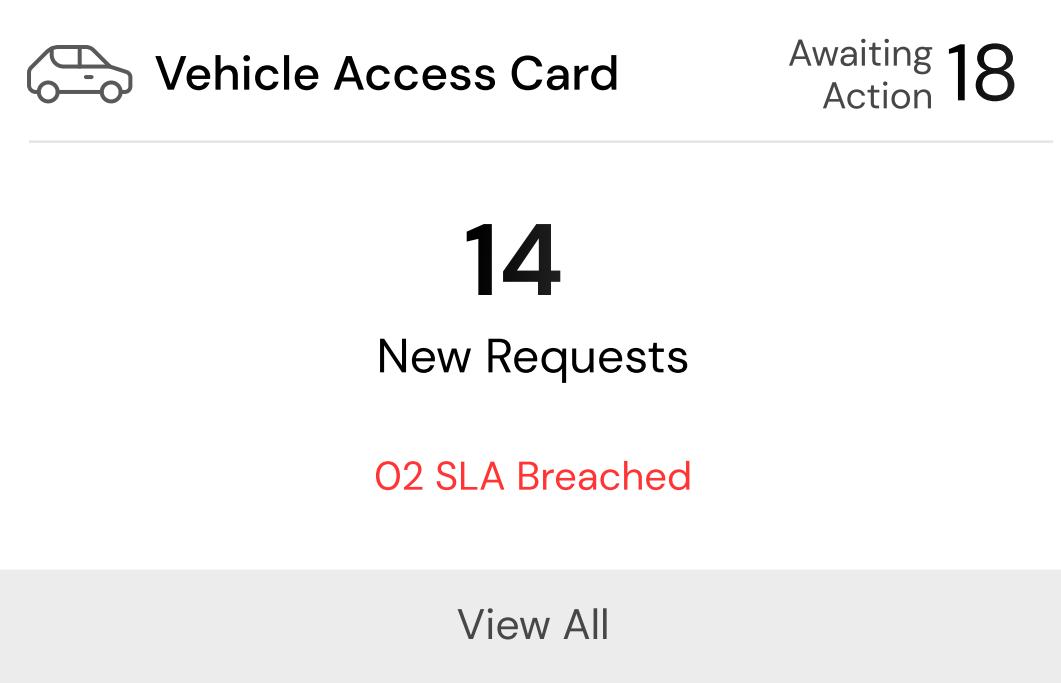


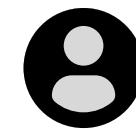
Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard

[View All](#)



Dashboard



Occupancy Request



Master Data Setup



Move-in



Account Renewal



Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee



## Account Renewal

## Account Renewal

Create Request

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

Total: 15

⟳ Refresh Export All

Q Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Account Renewal

## Account Renewal

 History Status New

### Unit Details

Master Community

Sobha Hartland

Community

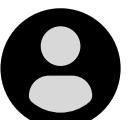
The crest

Building/Street

Tower 1

Unit Number

A-123



Dashboard

Occupancy Request

Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents

Access Card

Amenity

Visitor Management

User Details

User Management

Privilege Management

Master Community Amenity

Service Fee

## Account Renewal

## Account Renewal

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Tower/Street

Tower 1

Unit Number

A-123

## User Details

First Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 089812

Move-in Type

HHO Unit

## Account Renewal Details

Tenancy Start Date

DD/MM/YYYY

Tenancy End Date

DD/MM/YYYY

Cancel

Next



Dashboard



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal



Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management

Master Community  
Amenity

Service Fee



Account Renewal

## Account Renewal

## Attach documents

Dubai Tourism Unit Permit\*

Upload Dubai Tourism Unit Permit

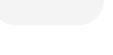
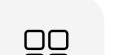
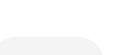


Max File Size: 2MB

Supporting File Type: PDF, JPG, JPEG, PNG , Gif

Cancel

Submit

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

[Create Request](#)

## Account Renewal

Property Filter ▾

[Refresh](#) [Export All](#)[Search](#)

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Move in Date	Request Stat	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>

- Dashboard
- Occupancy Request ▾
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card ▾
- Amenity ▾
- Visitor Management ▾
- User Details ▾
- User Management ▾
- Privilege Management ▾
- Master Community Amenity ▾
- Service Fee ▾

## Account Renewal

## Account Renewal

 History Status **Renewed** Cancel

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Unit Number			
A-123			

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number			Move-in Type
0555 089812			HHO Unit

## Account Renewal Details

Tenancy Start Date	Tenancy End Date
15/05/2025	14/05/2026

Ejari



## Occupants Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2

People of determination

Need wheelchair assistance for elderly patient during move-in

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text



Dashboard



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal



Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee

## Account Renewal

## Account Renewal

History

Status

New

Cancel

Edit

Mark RFI

Approve

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Unit Number

A-123

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 089812

Move-in Type

HHO Unit

## Account Renewal Details

Tenancy Start Date

15/05/2025

Tenancy End Date

14/05/2026



Ejari



## Occupants Details

Adult(s) (Above 12 years)

3

Children (Ages 0-12)

2

Household staff(s)

0

Pets(s)

2

People of determination

Need wheelchair assistance for elderly patient  
during move-in

- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Account Renewal

## Account Renewal

History

Status

New

Cancel

Mark RFI

Edit

Approve

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Unit Number

A-123

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 089812

Move-in Type

HHO Unit

## Account Renewal Details

Tenancy Start Date

15/05/2025

Tenancy End Date

14/05/2026



Ejari



## Occupants Details

Adult(s) (Above 12 years)

3

Children (Ages 0-12)

2

Household staff(s)

0

Pets(s)

2

People of determination

Need wheelchair assistance for elderly patient  
during move-in

- Dashboard
- Occupancy Request ▾
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card ▾
- Amenity ▾
- Visitor Management ▾
- User Details ▾
- User Management ▾
- Privilege Management ▾
- Master Community Amenity ▾
- Service Fee ▾

## Account Renewal

## Account Renewal

 History Status **Renewed** Cancel

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Unit Number			
A-123			

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number			Move-in Type
0555 089812			HHO Unit

## Account Renewal Details

Tenancy Start Date	Tenancy End Date
15/05/2025	14/05/2026

Ejari



## Occupants Details

Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			



## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*

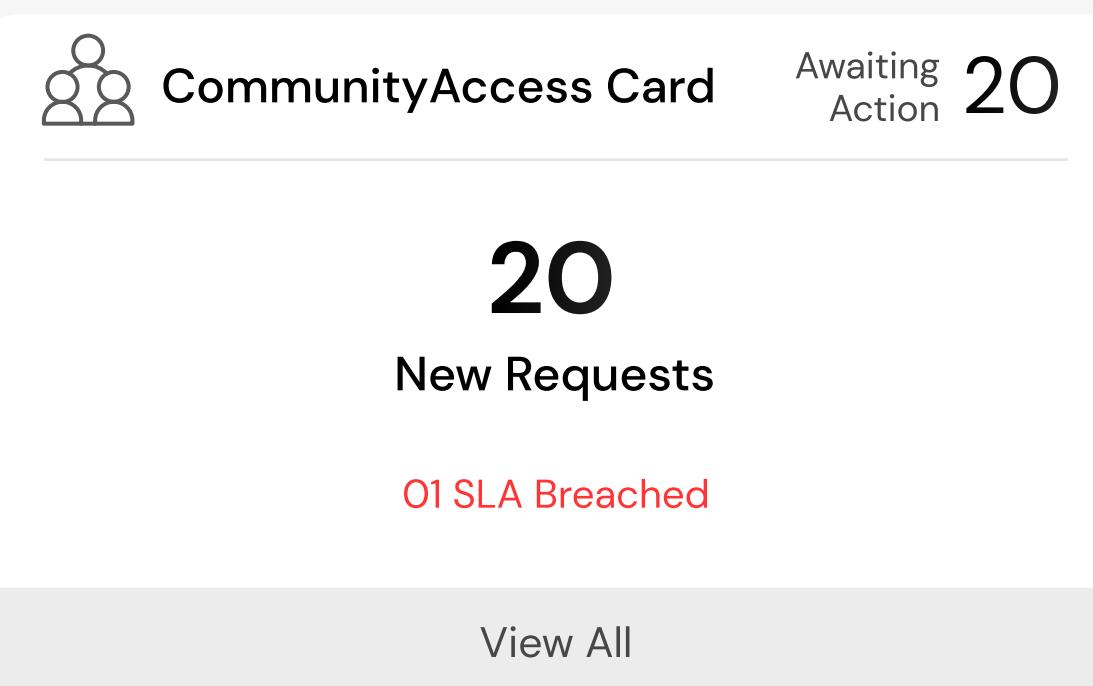
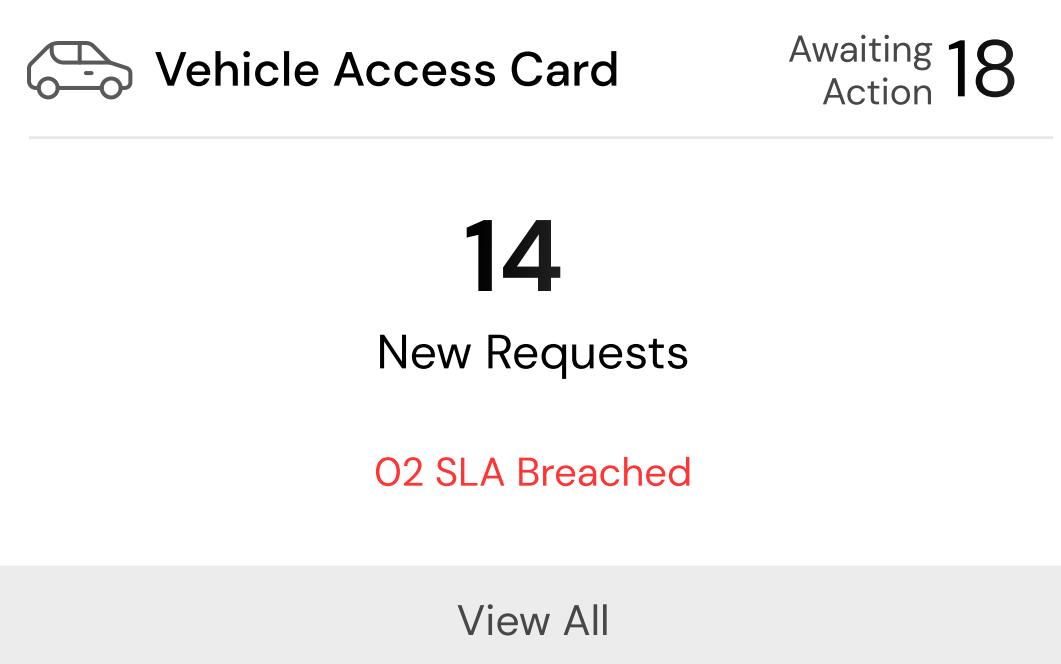


Remember me

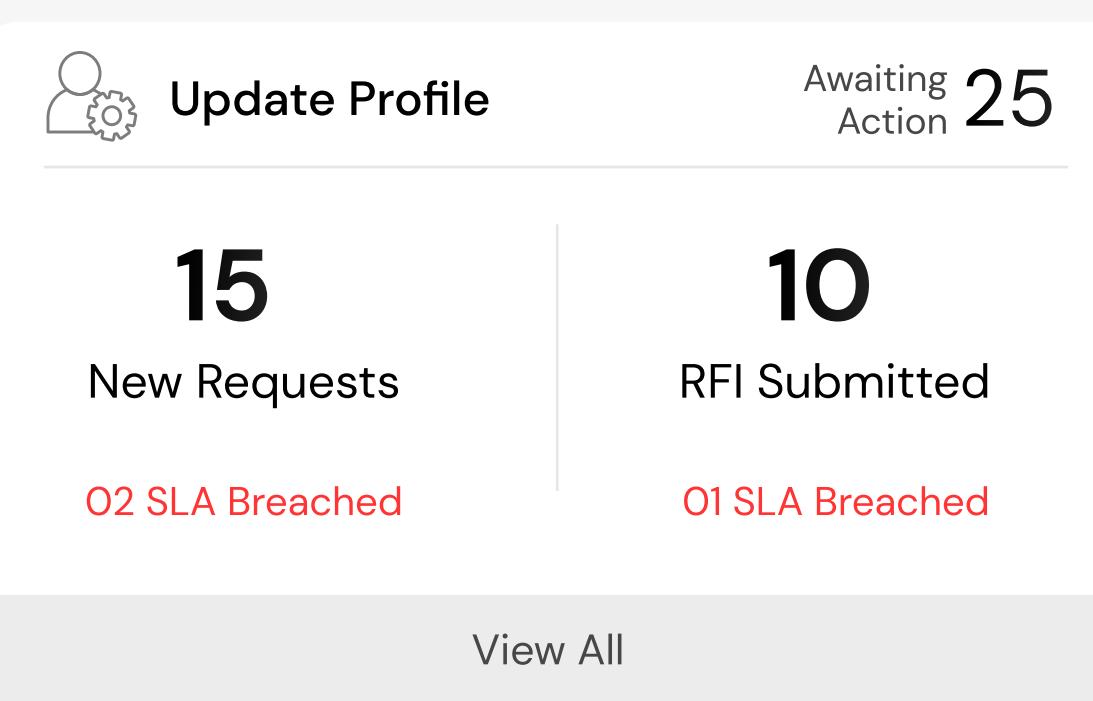
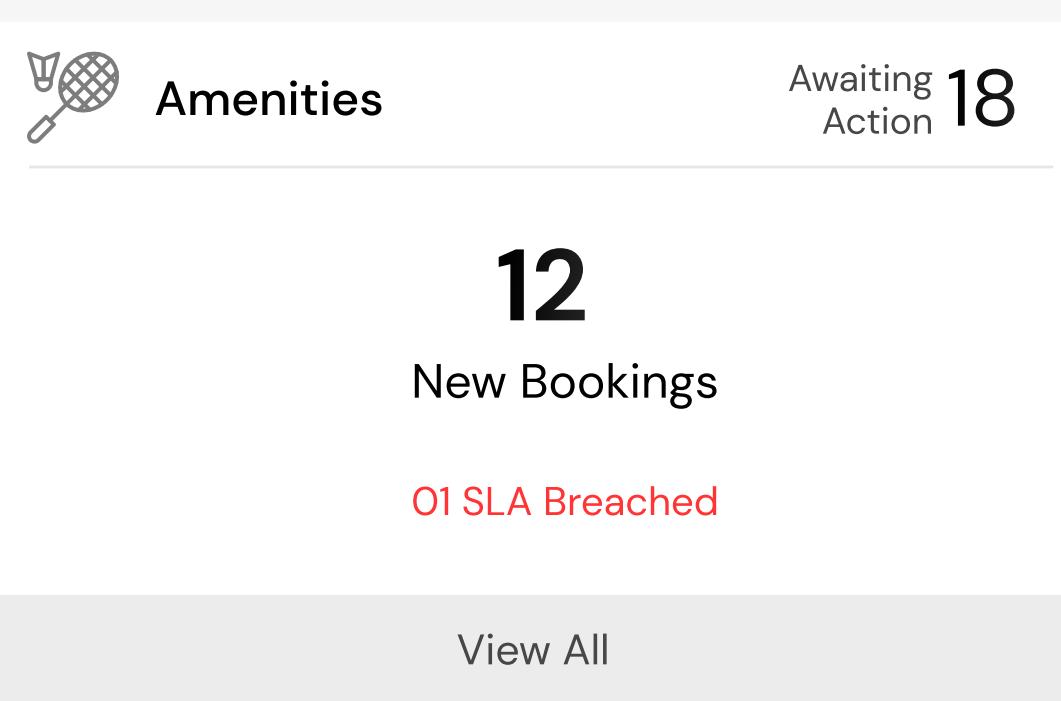
[Forgot Password?](#)

**Sign In**

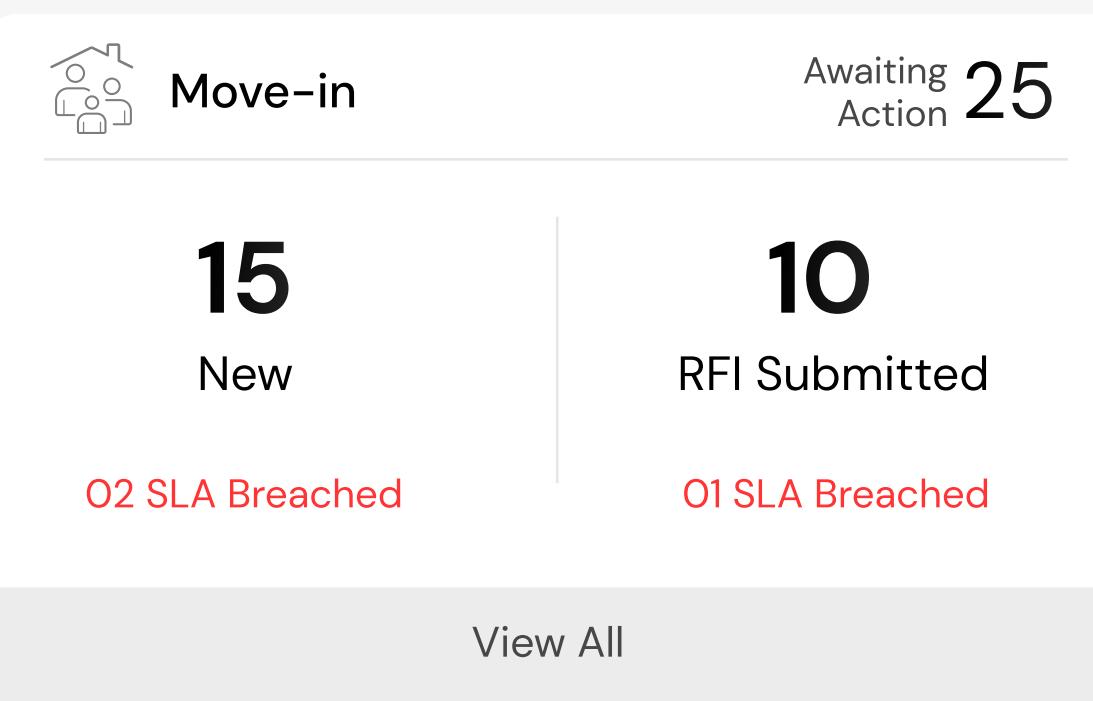
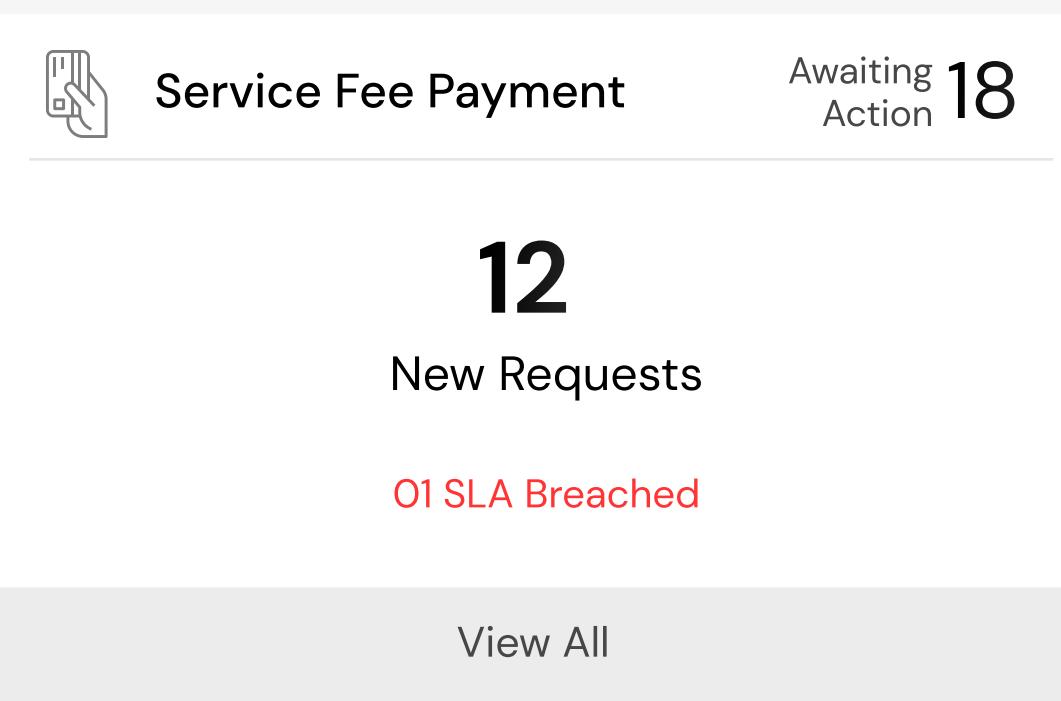
## Dashboard



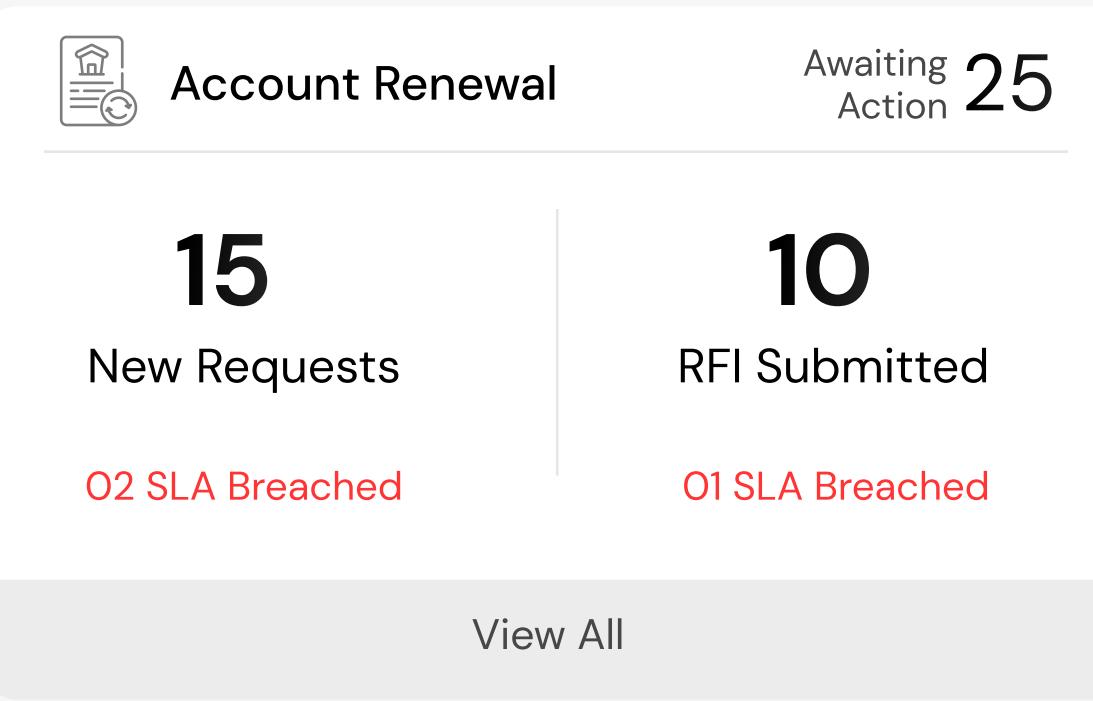
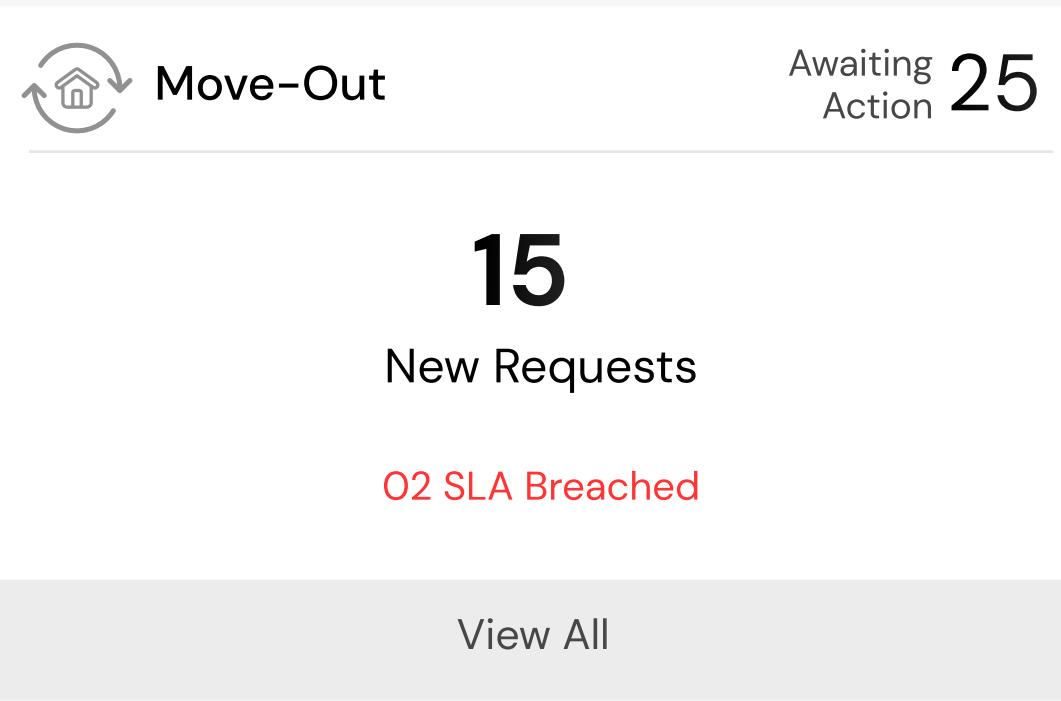
- Latest Notifications**
-  **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1h ago

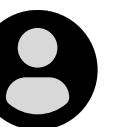


-  **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago
-  **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit  
2h ago
-  **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
1d ago
-  **Notification Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.  
2h ago



[View All](#)





Dashboard



Occupancy Request



Master Data Setup

Move-in

Move-out

Account Renewal

Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity

## Move-in

## Move-in

PROPERTY FILTER ▾

Breached SLA: 5

New: 5

RFI Pending: 5

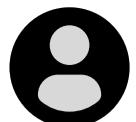
Total: 15

⟳ Refresh

EXPORT ALL

SEARCH

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Created Date	Request Date	Request Status	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	20 May 2025	New	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	20 May 2025	Cancel	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	20 May 2025	Approved	<button>View</button>
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	20 May 2025	Closed	<button>View</button>
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	20 May 2025	Cancel	<button>View</button>



- Dashboard
- Occupancy Request
- Master Data Setup >
- Move-in
- Move-out
- Account Renewal
- Active Residents
- Access Card
- Amenity
- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

## Account Renewal Request

## Account Renewal

 History Status Renewed Cancel

## Unit Details

Master Community	Community	Building/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Unit Number			
A-123			

## User Details

Email ID	First Name	Middle Name	Last Name
essa.mohammed@gmail.com	Essa	Mohammed	Mohammed
Mobile Number	Move-in Type		
0555 089812	HHO Company		

## Account Renewal Details

Lease Contract End Date	DTCM Expiry Date	Trade license Expiry Date
15/05/2025	15/05/2025	15/05/2025

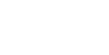
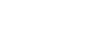
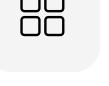


Trade License of the Company



Dubai Tourism Unit Permit



-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

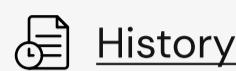
## History

Action Type	Action by	Action Date	Remarks
Request Created	Essa Mohammed Ansari	12-06-2023	Lorem Ipsum is simply dummy text
Request Created	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Request Amended	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text
Marked as RFI	Community Admin 1	08 Mar 2024	Lorem Ipsum is simply dummy text

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal Request

## Account Renewal



History

Status

New

Cancel

Mark RFI

Edit

Approve

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Unit Number

A-123

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 089812

Move-in Type

HHO Company

## Account Renewal Details

Lease Contract End Date

15/05/2025

DTCM Expiry Date

15/05/2025

Trade license Expiry Date

15/05/2025



Trade License of the Company



Dubai Tourism Unit Permit



-  Dashboard
-  Occupancy Request
-  Master Data Setup >
- Move-in
- Move-out
-  Account Renewal
- Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Account Renewal

### Account Renewal

#### Unit Details

Master Community	Community	Tower/Street
Sobha Hartland	The crest	Tower 1
Unit Number	Move-in Date	Move-in Type
A-123	DD/MM/YYYY	HHO Company

#### User Details

Email ID	First Name	Middle Name
essa.mohammed@gmail.com	Essa	Mohammed
Last Name	Mobile Number	
Mohammed	0555 089812	

#### Move-in Details

Representative Name	Company	Company Email ID
Essa	ABC Company	abccompany@gmail.com
Operator Office Number	Trade License Number	Trade License Expiry date
+971 122345678	12345678	DD/MM/YYYY
Lease Start Date	Lease End Date	Nationality
DD/MM/YYYY	DD/MM/YYYY	United Arab Emirates
Emirates ID Number	Emirates ID Expiry Date	
12345678	DD/MM/YYYY	

#### Unit Permit Details

DTCM Start Date	DTCM Expiry Date
DD/MM/YYYY	DD/MM/YYYY

CancelNext



Dashboard

Account Renewal

## Account Renewal

## Attach documents

DTCM

Emirates ID Front

Emirates ID Back

Company Trade License

Upload DTCM



Upload Emirates ID Front



Upload Emirates ID Back



Upload Company Trade License



Cancel

Submit



Occupancy Request



Master Data Setup



Move-in

Move-out

Account Renewal



Active Residents



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management



Master Community Amenity



Service Fee



-  Dashboard
-  Occupancy Request ^
-  Master Data Setup >
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card ^
-  Amenity ^
-  Visitor Management ^
-  User Details ^
-  User Management ^
-  Privilege Management ^
-  Master Community Amenity ^
-  Service Fee ^

## Account Renewal Request

## Account Renewal

 History Status Renewed 

## Unit Details

Master Community

Sobha Hartland

Community

The crest

Building/Street

Tower 1

Unit Number

A-123

Unit Number

A-123

## User Details

Email ID

essa.mohammed@gmail.com

First Name

Essa

Middle Name

Mohammed

Last Name

Mohammed

Mobile Number

0555 089812

Move-in Type

HHO Company

## Account Renewal Details

Lease Contract End Date

15/05/2025

DTCM Expiry Date

15/05/2025

Trade license Expiry Date

15/05/2025



Trade License of the Company



Dubai Tourism Unit Permit





## Welcome

We Are Guided By Values

Username

SobhaAdmin

Password

\*\*\*\*\*



Remember me

[Forgot Password?](#)

**Sign In**

## Dashboard



Awaiting Action 18

**14**

New Requests

02 SLA Breached

[View All](#)

Amenities

Awaiting Action 18

**12**

New Bookings

01 SLA Breached

[View All](#)

Service Fee Payment

Awaiting Action 18

**12**

New Requests

01 SLA Breached

[View All](#)

Move-Out

Awaiting Action 25

**15****10**

Ready to Move-Out

Gate pass generated

02 SLA Breached

01 SLA Breached

[View All](#)

Community Access Card

Awaiting Action 20

**20**

New Requests

01 SLA Breached

[View All](#)

Update Profile

Awaiting Action 25

**15**

New Requests

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

Move-in

Awaiting Action 25

**15**

New

02 SLA Breached

**10**

RFI Submitted

01 SLA Breached

[View All](#)

## Latest Notifications



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1h ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

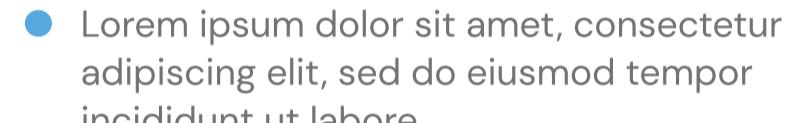
2h ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit

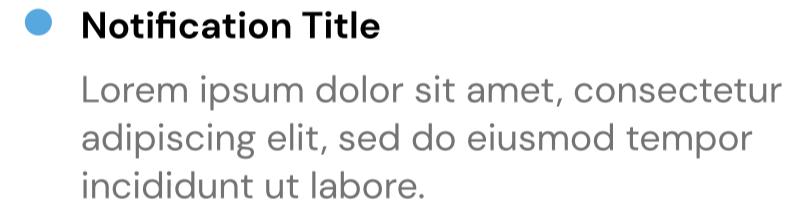
2h ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

1d ago



## Notification Title

Lore ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

2h ago

[View All](#)

Account Renewal

Awaiting Action 25

**15**

New Requests

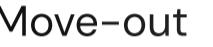
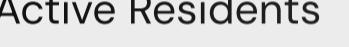
**10**

RFI Submitted

02 SLA Breached

01 SLA Breached

[View All](#)

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Active Residents

## Active Residents

PROPERTY FILTER ▾

Owner: 5

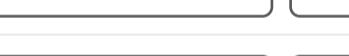
Tenant: 5

HHO: 5

HHC: 5

Total: 20

 Refresh  Export All Search

Request ID	Move-in Type	Master Community	Community	Tower	Unit	Tenancy end date	View
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	102	08 May 2025	 
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	103	08 May 2025	 
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	104	08 May 2025	 
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	105	08 May 2025	 
123459	Owner	Sobha Hartland	Sobha Crest	Tower 1	106	08 May 2025	 
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	107	08 May 2025	 
123459	HHO-Company	Sobha Hartland	Sobha Crest	Tower 1	108	08 May 2025	 
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	109	08 May 2025	 
123459	HHO-Unit	Sobha Hartland	Sobha Crest	Tower 1	110	08 May 2025	 
123459	Tenant	Sobha Hartland	Sobha Crest	Tower 1	111	08 May 2025	 

-  Dashboard
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-  Service Fee

## Active Residents

## Active Residents

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123

## Resident Type

## Owner

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555089811

## Email ID

essa.mohammed@gmail.com

## Residency Details

Request Type	Request ID	Permit Number	Tenancy End Date	View
Move-in	12345	MIP-12345	20 May 2025	<button>View</button>
Move-in	12345	ARN-12345	20 May 2024	<button>View</button>
Move-in	12345	ARN-54321	20 May 2023	<button>View</button>

-  Dashboard
-  Occupancy Request
-  Master Data Setup >
-  Move-in
-  Move-out
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-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Move-in

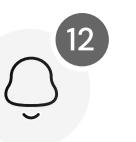
### Move-in

History Status **Closed**

Unit Details			
Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Move-in Date	Unit Status		
12/05/2025	Occupied		

User Details			
First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555 0898XX
Email ID	Residency Type		
essa.mohammed@gmail.com	Owner		

Move in Details			
Adult(s) (Above 12 years)	Children (Ages 0-12)	Household staff(s)	Pets(s)
3	2	0	2
People of determination			
Need wheelchair assistance for elderly patient during move-in			



Dashboard

Active Residents

## Asset Details



Occupancy Request



Move-in

Move-out

Account Renewal

Active Residents

## Access Card Details

Access Card

Parking

Card Number

Card Slot

CN\_170124-1

459-001



Access Card



Amenity



Visitor Management



User Details



User Management



Privilege Management

Master Community  
Amenity

Service Fee





- Dashboard
- Occupancy Request
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- Visitor Management
- User Details
- User Management
- Privilege Management
- Master Community Amenity
- Service Fee

Active Residents

## Active Residents

[Access Card](#)[Parking](#)

Parking Bay

B1-233

### Vehicle Details

Plate Source	Plate Code	Vehicle Color
Dubai	K	Yellow
Vehicle make	Plate Number	
Nissan	1234	

Parking Bay

B2-233

### Vehicle Details

Plate Source	Plate Code	Vehicle Color
Dubai	K	Yellow
Vehicle make	Plate Number	
Nissan	1234	

-  Dashboard
-  Occupancy Request
-  Master Data Setup
-  Move-in
-  Move-out
-  Account Renewal
-  Active Residents
-  Access Card
-  Amenity
-  Visitor Management
-  User Details
-  User Management
-  Privilege Management
-  Master Community Amenity
-  Service Fee

## Active Residents

## Active Residents

## Unit Details

Master Community	Community	Tower/Street	Unit Number
Sobha Hartland	The crest	Tower 1	A-123
Resident Type			
Tenant			

## User Details

First Name	Middle Name	Last Name	Mobile Number
Essa	Mohammed	Mohammed	0555089811
Email ID			
essa.mohammed@gmail.com			

## Residency Details

Request Type	Request ID	Permit Number	Tenancy End Date	View
Move-in	12345	MIP-12345	20 May 2023	<button>View</button>
Account Renewal	12345	ARN-12345	20 May 2024	<button>View</button>
Account Renewal	12345	ARN-54321	20 May 2025	<button>View</button>

Dashboard  Occupancy Request  Master Data Setup  Move-in  Move-out  Account Renewal  Active Residents  Access Card  Amenity  Visitor Management  User Details  User Management  Privilege Management  Master Community Amenity  Service Fee	Account Renewal																			
	<h3>Account Renewal</h3> <div style="display: flex; justify-content: flex-end; margin-right: 10px;"><span> History</span><span>Status <b>New</b></span><span>X Cancel</span><span>Mark RFI</span><span>Approve</span></div>																			
	<h4>Unit Details</h4> <table border="1"><tr><td>Master Community</td><td>Community</td><td>Building/Street</td><td>Unit Number</td></tr><tr><td>Sobha Hartland</td><td>The crest</td><td>Tower 1</td><td>A-123</td></tr><tr><td>Move-in Date</td><td>Move-in Type</td><td colspan="2"></td></tr><tr><td>12/05/2025</td><td>Owner</td><td colspan="2"></td></tr></table>				Master Community	Community	Building/Street	Unit Number	Sobha Hartland	The crest	Tower 1	A-123	Move-in Date	Move-in Type			12/05/2025	Owner		
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	<h4>User Details</h4> <table border="1"><tr><td>Email ID</td><td>First Name</td><td>Middle Name</td><td>Last Name</td></tr><tr><td>essa.mohammed@gmail.com</td><td>Essa</td><td>Mohammed</td><td>Mohammed</td></tr><tr><td>Mobile Number</td><td colspan="3"></td></tr><tr><td>0555 0898XX</td><td colspan="3"></td></tr></table>				Email ID	First Name	Middle Name	Last Name	essa.mohammed@gmail.com	Essa	Mohammed	Mohammed	Mobile Number				0555 0898XX			
	Email ID	First Name	Middle Name	Last Name																
	essa.mohammed@gmail.com	Essa	Mohammed	Mohammed																
Mobile Number																				
0555 0898XX																				
<h4>Move-In Details</h4> <table border="1"><tr><td>Emirates ID Number</td><td>Emirates ID Expiry Date</td><td>Move-in Date</td><td>Tenancy Contract Number</td></tr><tr><td>784-xxxx-xxxxxx-x</td><td>12/05/2025</td><td>15/05/2025</td><td>AB-12345678</td></tr><tr><td>Tenancy Contract Start Date</td><td>Tenancy Contract End Date</td><td colspan="2"></td></tr><tr><td>12/05/2025</td><td>14/05/2026</td><td colspan="2"></td></tr></table>				Emirates ID Number	Emirates ID Expiry Date	Move-in Date	Tenancy Contract Number	784-xxxx-xxxxxx-x	12/05/2025	15/05/2025	AB-12345678	Tenancy Contract Start Date	Tenancy Contract End Date			12/05/2025	14/05/2026			
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12/05/2025	14/05/2026																			
<h4>Attach Documents</h4> <div style="display: flex; justify-content: space-around;"><div> Emirates ID Front</div><div> Emirates ID Back</div><div> Ejari</div></div>																				