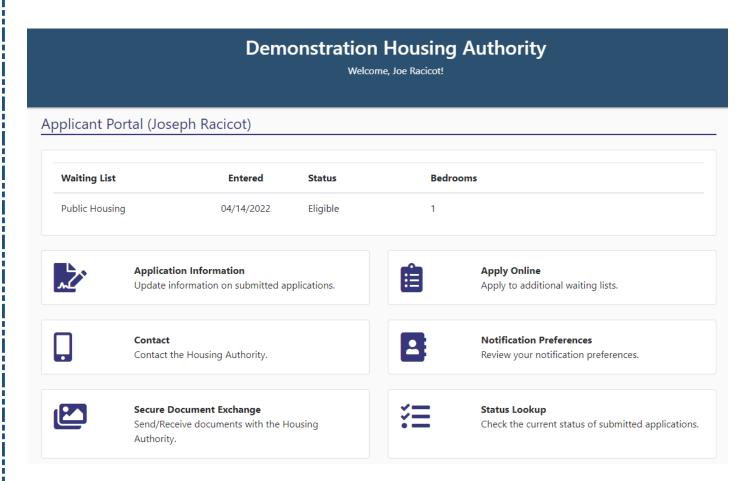
## INTRODUCING THE APPLICANT PORTAL

## The Applicant Portal gives you easy access to:

- Apply to a Waiting List Online
- View/Update Your Existing Waiting List Applications
- Contact Housing Authority Caseworkers via Direct Messaging
- Update Electronic Notification Preferences
- > Send and Receive Documents to/from the Housing Authority via the Secure Document Exchange
- Look Up Your Status and Position on Waiting Lists



## **How to Access Your Applicant Portal**

You will receive an email/letter from Jefferson Village Apartments which will give you instructions for logging into your Applicant Portal. When you receive your registration code you can access your Applicant Portal by visiting <a href="https://www.watkinsglenha.org">www.watkinsglenha.org</a>.

If you have any questions about accessing the Applicant Portal or using any of its features, please contact the Leasing Office at 607-535-2640.