

## **New ACC Request Process**

A new, streamlined process will be in place to submit Arch Mods.

Starting 10/19, you will be able to submit requests **electronically** through the resident portal (<u>here</u>) and track the approval status from emails automatically sent to you. - No more scanning or emailing.

## How to submit request:

- 1. Go to the site above and register
- 2. Watch the video <u>here</u>. It will walk you through how to submit an ACC request online!
- 3. Start submitting your ACC requests!
- 4. Watch out for email notifications on your project status/updates!

If you need support registering to the portal, please call our 24/7 Care Center at:

877-378-2388

