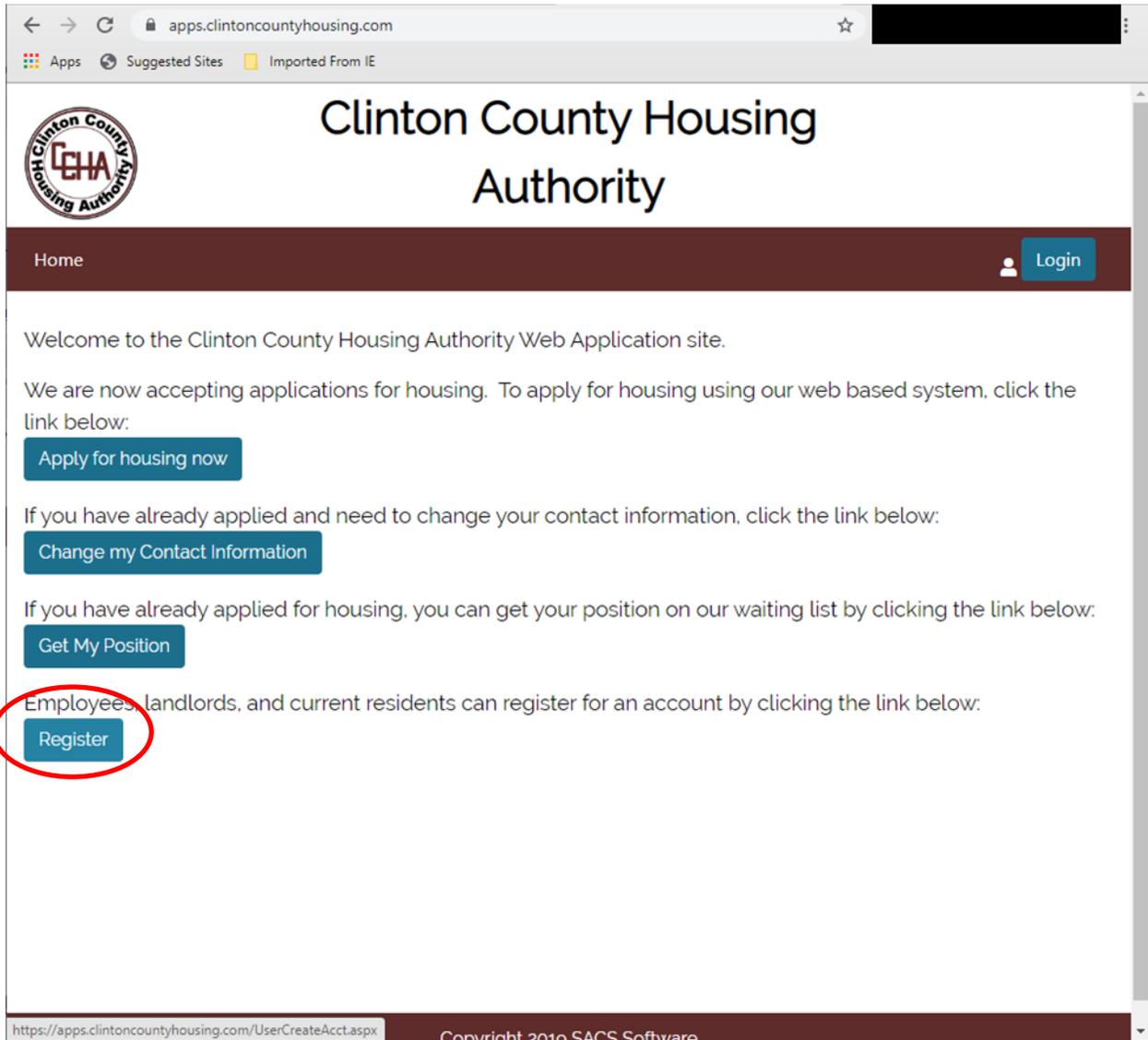


## How To Create An On-line User Account

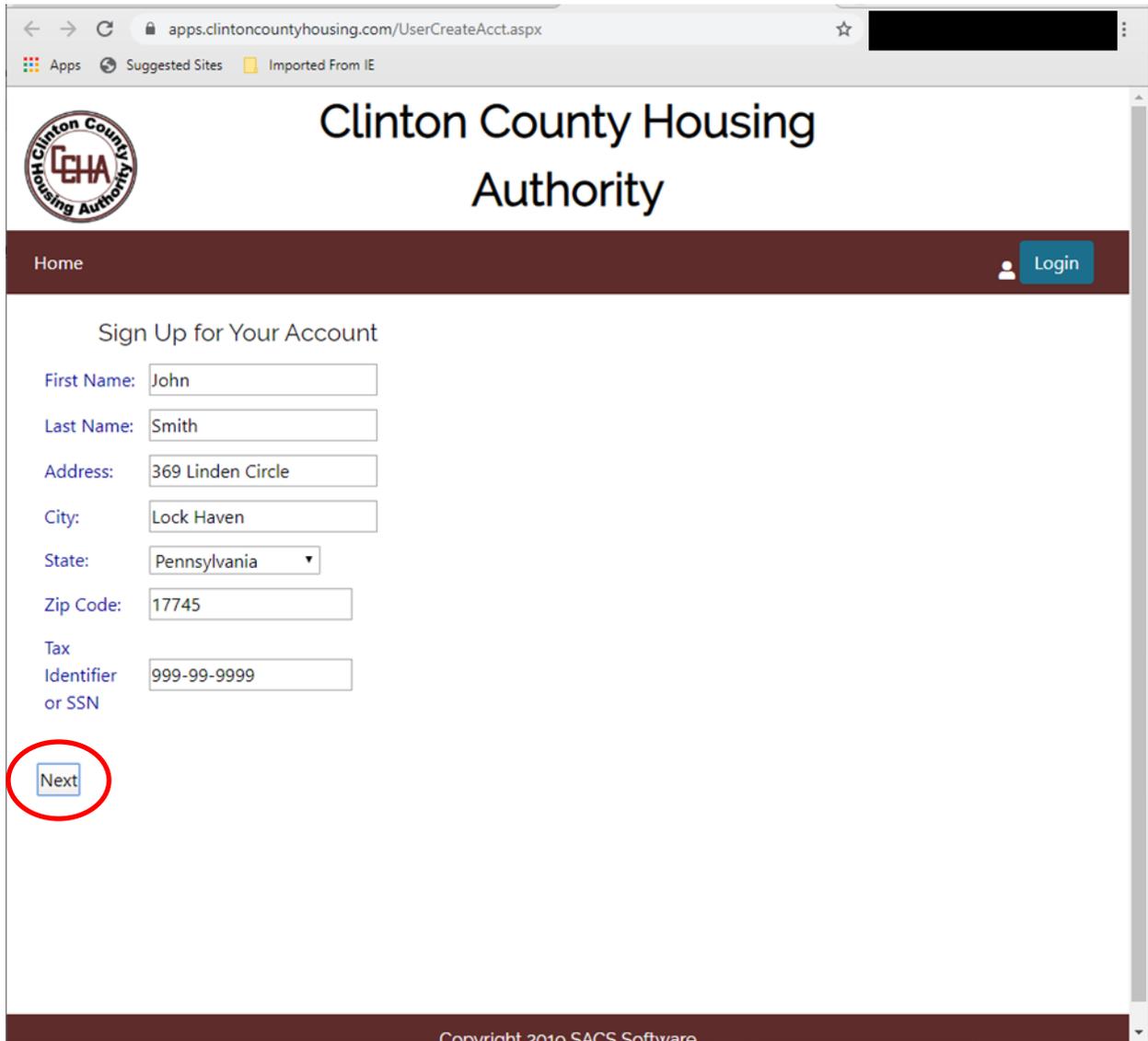
Using your internet browser, navigate to <https://apps.clintoncountyhousing.com>  
Your screen should look like this:



Click on the “Register” button.

Fill in the requested information.

**IMPORTANT!** The Identifier or SSN must match the Head of Household !



The screenshot shows a web browser window with the URL `apps.clintoncountyhousing.com/UserCreateAcct.aspx`. The page header features the Clinton County Housing Authority logo and the text "Clinton County Housing Authority". A navigation bar includes a "Home" link and a "Login" button. The main content area is titled "Sign Up for Your Account" and contains a form with the following fields:

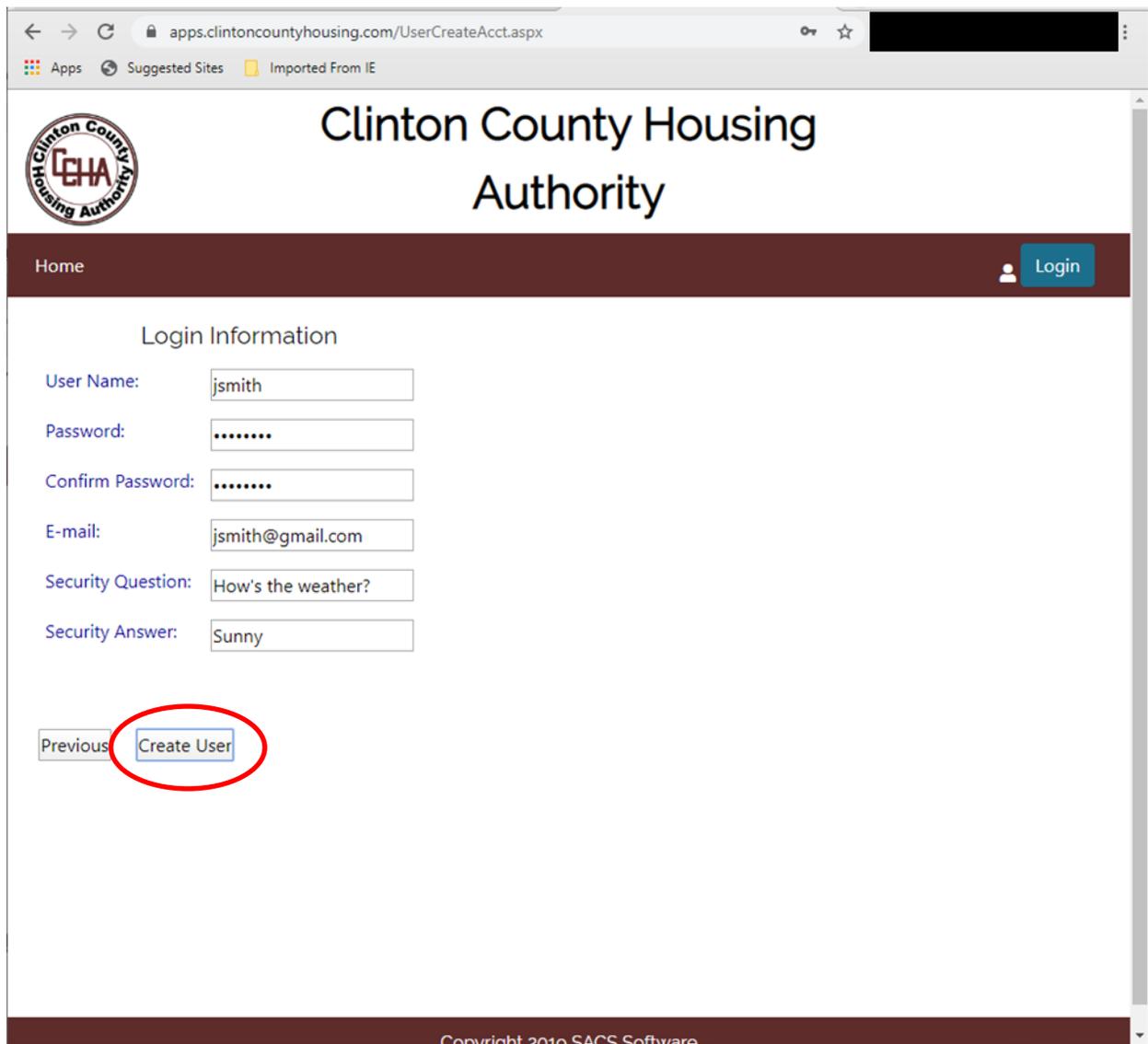
- First Name:
- Last Name:
- Address:
- City:
- State:
- Zip Code:
- Tax Identifier or SSN:

A "Next" button is located below the form fields and is circled in red. At the bottom of the page, there is a footer that reads "Copyright 2010 SACS Software".

Click on the "Next" button.

Fill in the requested information.

If your User Name is already taken, you will be prompted to enter a different User Name



The screenshot shows a web browser window with the URL `apps.clintoncountyhousing.com/UserCreateAcct.aspx`. The page header features the Clinton County Housing Authority logo and the text "Clinton County Housing Authority". A navigation bar includes a "Home" link and a "Login" button. The main content area is titled "Login Information" and contains the following fields:

- User Name:
- Password:
- Confirm Password:
- E-mail:
- Security Question:
- Security Answer:

At the bottom of the form, there are two buttons: "Previous" and "Create User". The "Create User" button is circled in red.

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Click on the "Create User" button.

You will receive an email once your account is active.

## How To Make An On-line Payment

Using your internet browser, navigate to <https://apps.clintoncountyhousing.com>

Click on the blue “Login” button, then enter your User Name and Password

The screenshot displays the login interface for the Clinton County Housing Authority. At the top left is the organization's logo. The main heading reads "Clinton County Housing Authority". A dark red navigation bar contains a "Home" link and a blue "Login" button with a person icon, which is circled in red. Below this is the "Log In" section, featuring a "User Name:" label and a text input field with "XXXXXXXXXX" and a visibility toggle. The "Password:" label is followed by a masked input field. A checkbox for "Remember me next time." is present. A white "Log In" button is circled in red. A blue "Forgot Password" link is located below the login fields. The footer text is "Copyright 2010 SACS Software".

Then click on the white “Log In” button.

Under the "Tenants" tab, select Make Payment.

Follow the prompts to complete your on-line payment

The screenshot shows a web browser window with the URL `apps.clintoncountyhousing.com/AppSecured/UserMainTenant.aspx`. The page header features the Clinton County Housing Authority logo and the text "Clinton County Housing Authority". A navigation bar includes "User", "Tenants", and "Home" links, along with a "User:" profile icon and a "Logout" button. A dropdown menu is open under "Tenants", showing "Tenant Home", "Make Payment", and "Work Order". The main content area is titled "Tenant Information - Conventional Housing" and displays the following details:

- Tenant Name: [Redacted]
- Address 1: [Redacted]
- Address 2: [Redacted]
- City, State, Zip: Lock Haven, PA 17745
- Current Balance: \$0.00
- Monthly Rent: \$296.00
- Reexamination Date: 1/1/2021

A message at the bottom of the page reads: "Public Housing tenant message - Rent is due on the 1st". The footer contains the URL `https://apps.clintoncountyhousing.com/AppSecured/TenantPayment.aspx` and the text "Copyright 2010 SACS Software".