

Doing it the right way.



How to register multiple property management accounts at **My Ipm**

0844 822 6563
enquiries@lpmonline.co.uk
www.lpmonline.co.uk

How to register multiple property management accounts at My lpm

At **My lpm** you can view and manage more than one property using the same username and password. Follow this step by step guide to be able to manage multiple property management accounts online at **My lpm**

Once you have received the email confirming your initial account authorisation, log into your account and at the top right hand corner of the screen, **Click Add Property** and follow the instructions below.

Each time you add a property, Life Property Management will receive a request for authorisation. Once authorised, you will be able to view all accounts using the same username and password.


Complete the following registration details:

- **Account Number** – this is your unique reference number
- **Address** – this is your development property address
- **Postcode** – this is your development property postcode

Security Check

I'm not a Robot – this is a security question; tick the box to confirm.

If a pop up box appears with pictures, follow the instructions and select the relevant pictures.

If a picture is unclear, click  to receive a new challenge.

Click **Verify** followed by **Register**

Registration Confirmation

The next screen confirms your registration details have been sent to Life Property Management to be verified by a member of our team. You will also receive an automated email confirming your registration details have been sent for authorisation and that your account will be authorised within 48 hours. Once the account has been authorised, you will receive a further automated email confirming your details have been authorised. You will then be able to access all registered properties using the same username and password.

In the unlikely event that you experience any difficulty with the **My lpm** registration process, please contact clientservices@lpmonline.co.uk

lpm Doing it the right way

Glasgow Office:
Regent Court, 70 West Regent Street,
Glasgow G2 2QZ
T: 0844 822 6563 | **F:** 0844 822 1116
E: enquiries@lpmonline.co.uk

Aberdeen Office:
3rd Floor, Riverside House, Riverside Drive,
Aberdeen AB11 7LH
T: 01224 224150 | **F:** 01224 224301
E: enquiries@lpmonline.co.uk

www.lpmonline.co.uk