Providence Gateway HOA

How To Make a Clubhouse Reservation

- 1. Visit https://nhoa.cincwebaxis.com/
- 2. Login using your email address and password that you created for your owner portal.
- 3. On the top right of the screen, click on the down arrow next to your name. Select "switch account".

ž	My Profile	
\langle	Switch Account	
	Sign Out	

4. Select the property that states Master and has the address you want to make the reservation for and select "switch account".

O Account :		
Association : Providence Gateway Master HOA		
Address :		
Unit :		
	Switch Account	

5. Hover over RESERVATIONS and click on Reserve an Amenity. Select RESERVE NOW on the following screen.



6. Use the arrows to navigate to the desired date and select the time.

< >	O Availa	able 🔵 Unavaila	ble Spaces Av	ailable 🔵 Public	Reservation 🛑 Pr	ivate Reserva All tin	ation We	
					Number of Gu	ests 4	4	
	Sun, May 25	Mon, May 26	Tue, May 27	Wed, May 28	Thu, May 29	Fri, May 30	Sat, May 31	
08:00 AM								
09:00 AM								
10:00 AM								
11:00 AM								
12:00 PM								
01:00 PM								
02:00 PM								