



INSTRUCTIONS TO INSTALL MOBILE CREDENTIAL FOR POOL ACCESS

Please follow the instructions below to set up your mobile credentials for accessing the community pool. Before beginning the steps, please ensure that you have completed and submitted the updated **Pool Access Request Form** and reviewed the guide on **How to Download the “Paxton Key” Mobile App**.

IMPORTANT!!!

This is only valid for **ONE REGISTRATION PER USER**. Cannot be used on multiple devices. For additional users, you must submit a new request form with the additional user's information.

1. Submit the Pool Access Request Form

Once your completed form is received and processed, you will receive an email from:

Paxton – support@paxton10portal.com

(Be sure to check your spam or junk folder just in case!)

2. Download the “Paxton Key” App

Go to the Apple App Store or Google Play Store and download the app titled Paxton Key.

(App icon pictured below)



App picture below:



3. Complete Registration

- Open the email from Paxton and follow Step 2 in the message.
- Example: “Once installed, a registration code will be provided via email from support@paxton10portal.com.”
- Click “Register” in the app. It will automatically populate your registration code and complete the setup process.

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