TownSq Feature Overview

TownSq, the leading global app for better community living, is revolutionizing communications and operations for neighbors, community managers, and board members.

Communication

News & Events

- **Announcements:** View announcements posted by your management team to stay up-to-date concerning important information about your community
- **Events:** See information regarding upcoming community events and meetings.

Requests

- **Requests:** Create a request to communicate directly with your management team any questions or maintenance needs that you may have.

Messages

- **Messages:** Receive and respond to private messages from your management team.

Forum

- **Forum:** Interact and collaborate with your neighbors by creating a discussion topic, such as starting a book club, vendor recommendation, or lost dog.

Surveys

- **Surveys:** Cast your vote during community surveys to voice your opinion and make an impact on community decisions.

Digital Voting*

- **Digital Voting:** Increase the ease of meeting quorum with secure digital voting. Allows homeowners to vote anywhere, anytime from their laptop or mobile device.

Operations

Access Control

- **Access Control:** Authorize visitors for entry to the community. Send a guest pass to your visitor to present to the gate guard or concierge team upon arrival.

Package Control*

- **Package Control:** Receive a notification that your management team has received and checked in your package.

Shift Logs*

- **Shift Logs:** Record importants notes from each shift, set priority, and add attachments if necessary.

Tools

Reservations

- **Amenities:** View the amenity calendar and make your own reservation based on availability. Place yourself on a waitlist if the time you want to reserve is already booked.

Documents

- **Documents:** View and download community documents such as Bylaws, CC&R's, or Rules & Regulations at your convenience.

Architectural Review*

- **Architectural Review**: Submit architectural requests for review and approval. Once a project has been submitted, the ARC Committee can review the request, ask questions, outline applicable conditions, and cast their vote - all within the app.

Administration

Assignments

- **Assignments:** Keep track of common-area maintenance, community projects, and board action item lists.

Website

- **Website:** Build an external-facing website for the public to learn more about what your community has to offer. Share important details such as public documents, pictures, amenities, and contact information.

*indicates a premium feature at an additional cost