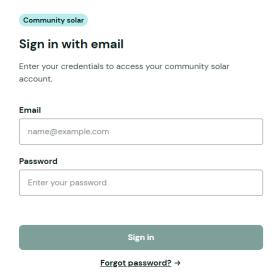
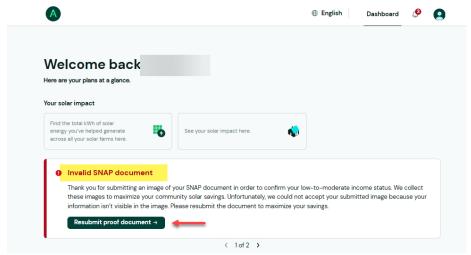
How To Add Your LMI Proof to Your Arcadia Dashboard

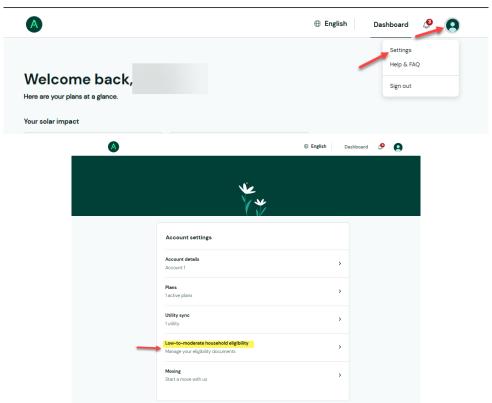
Go to https://login.arcadia.com/email and sign in to your Arcadia portal



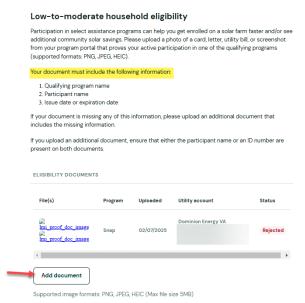
If you have previously uploaded an LMI document that was not able to be verified you will see a message about that on your dashboard with the reason for the rejection and a button to click to resubmit proof



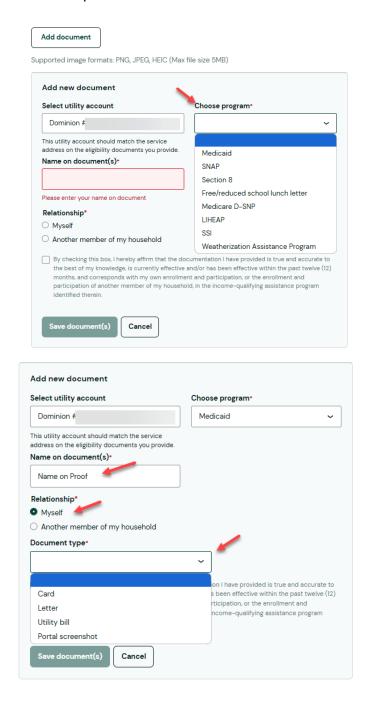
If you do not see the above message or have not previously submitted LMI proof you can upload your proof by going to your settings and clicking into "Low-to-moderate household eligibility"

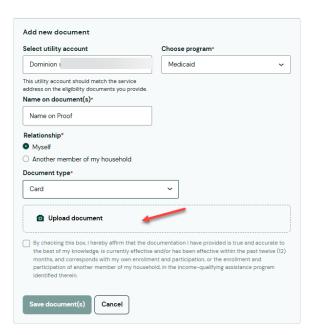


In the Low-to-moderate household eligibility screen you will be reminded of the requirements needed for the proof documents you are uploading and you will be able "add documents" after reviewing the requirements

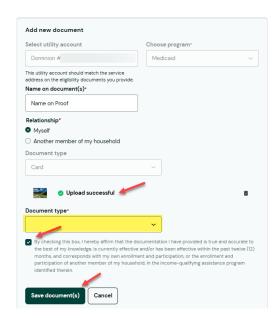


After you click "add document" you will then select the program for the document you are uploading, the name on the proof document, the relationship for the proof document (yourself or another member of the household), the type of document you are uploading and then you will upload the document. You can upload an additional document if needed at this stage as well





After you upload the document(s) you will click the checkbox attesting to the information you entered and hit Save Document(s)!



You have now completed uploading your LMI proof document and it will be reviewed for validation. You can return to your Arcadia portal at a later date to see if the document has been verified or rejected.