**Park-in-Spot App - Driver Documentation**

1. **Scan for License Plate in a Property**
	1. Click Select Property Button
	2. Click on the Property from the List
	3. Enter License Plate in the field under License Plate Number Label
	4. Click on Find Plate Button
	5. Green is Good and Red is Bad
2. **Create New Enforcement Action**
	1. Click Select Property Button
	2. Click on the Property from the List
	3. Click Enforce Button (You can also click the plus icon in the Enforcement Actions List)
	4. Fill Out Form Details
		1. The first 2 are dropdown buttons
		2. Include Images and Notes for Proof
	5. Click on Enforce Button
3. **Review Enforcement Actions**
	1. Click Select Property Button
	2. Click on the Property from the List
	3. Click Enforcement Actions Button
	4. Click on the Violation from the List
4. **Review Active Boots**
	1. Click Boots Button
	2. Click on the Vehicle from the List
		1. This list is global, so it shows all communities.
5. **Log Payment for Active Boot**
	1. Click Boots Button
	2. Click on the Vehicle from the List
		1. This list is global, so it shows all communities.
	3. Click Log Payment Button
	4. Fill out details.
	5. Click on Log Payment
6. **Log Removal for Active Boot**
	1. Click Boots Button
	2. Click on the Vehicle from the List
		1. This list is global, so it shows all communities.
	3. Click Log Removal Button
	4. Fill out details.
	5. Click on Log Removal