

## HOMEBASE SERVICES

# A better start for every new hire

Give your recruiting team a clear way to support apartment searches, coordinate moves and help new hires feel at home.

### YOUR RECRUITER HUB

#### 1 Company welcome link

Give every hire a clear starting point with your company message and office guidance.

#### 2 New-hire roster

Upload a list once, review it and prepare welcome emails for your incoming hires.

#### 3 Progress with permission

See shared search stages and move dates while employees control their privacy.

#### 4 Moves that need attention

Spot approaching and overdue move dates. Opt into daily reminder emails.

#### 5 Ready-to-share onboarding

Use email copy, a QR code and a printable guide in your offer and orientation materials.

#### 6 Monthly impact report

Show reported progress and lease outcomes with a printable report or CSV export.

#### 7 A connection to their city

Point hires toward community tools and ask Grant about new-hire or alumni introductions.

#### 8 A direct request to Grant

Put urgent moves, group-tour questions and onboarding needs in one request queue.

Employee sharing is optional. Apartment addresses, rent and private conversations stay private.

## Let's set up your company hub

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