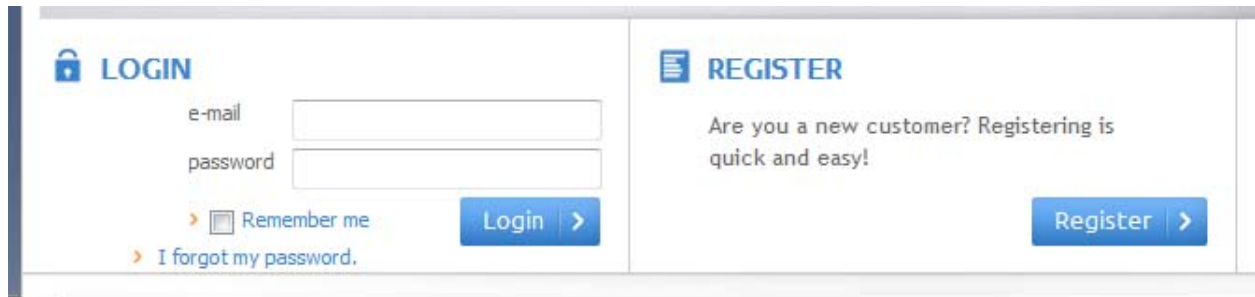


Power of Attorney and Trust reviews using PPDocs, Inc.

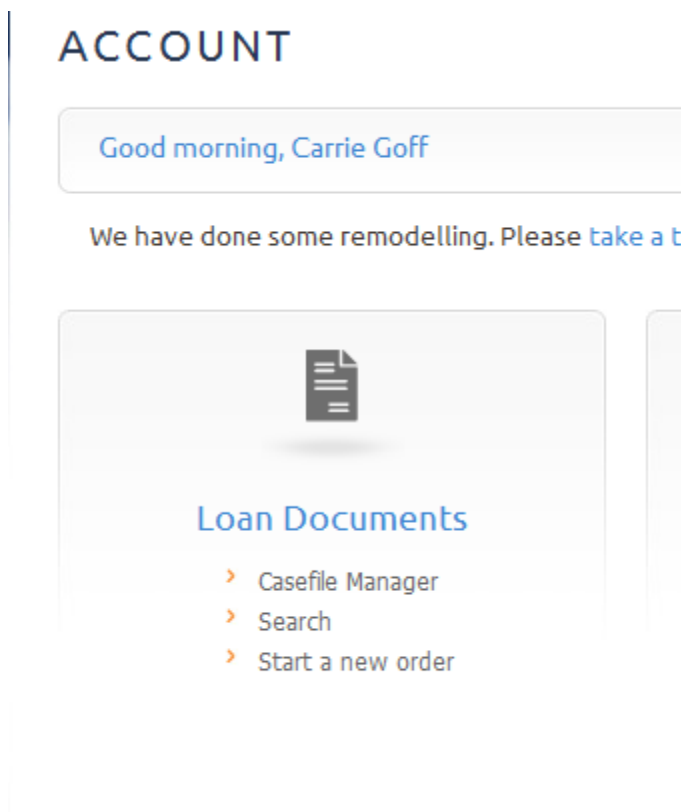
Go to PPDocs.com and Login



The screenshot shows the PPDocs.com login and register interface. On the left, under the 'LOGIN' heading, there are input fields for 'e-mail' and 'password', a 'Remember me' checkbox, a 'Login' button, and a link for 'I forgot my password.'. On the right, under the 'REGISTER' heading, there is a message: 'Are you a new customer? Registering is quick and easy!' and a 'Register' button.

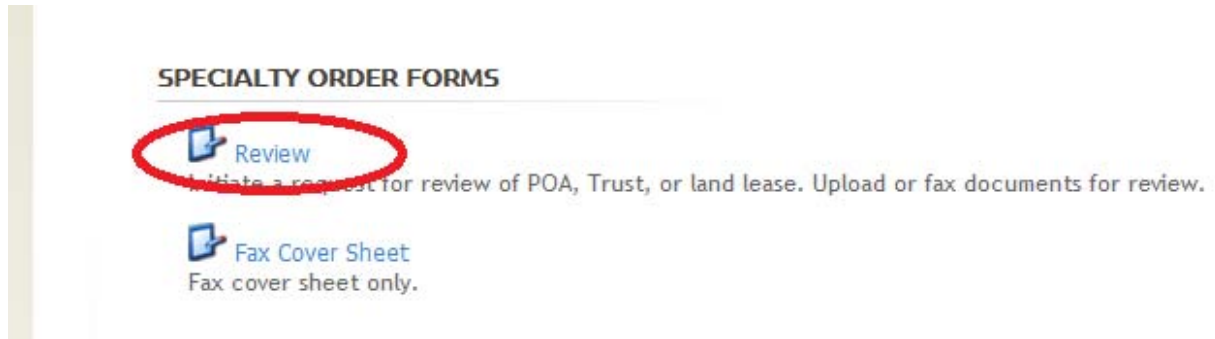
If you do not have a login, click the Register button.

After logging in, click **“Start a new order”** in the Loan Documents section.



The screenshot shows the PPDocs.com account dashboard. At the top, it says 'ACCOUNT'. Below that, a greeting reads 'Good morning, Carrie Goff'. A message states 'We have done some remodelling. Please take a t'. The main section is titled 'Loan Documents' and contains a list of links: 'Casefile Manager', 'Search', and 'Start a new order'.

Select the property state, then select the **“Review”** order form under Specialty Order Forms



Select a request from the service menu

Select Service:		
Full Svc.-Trust Review	FREE	<input type="button" value="ORDER"/>
Full Svc.-POA Review	\$100.00	<input type="button" value="ORDER"/>
Full Svc.-Leasehold Review	\$100.00	<input type="button" value="ORDER"/>
Full Svc.-Trust Review with subsequent order for closing documents	FREE	<input type="button" value="ORDER"/>
Full Svc.-POA Review with subsequent order for closing documents	FREE	<input type="button" value="ORDER"/>
Full Svc.-Leasehold Review with subsequent order for closing documents	FREE	<input type="button" value="ORDER"/>

Click **“Open Order Form”**

Selected Product

Review (Change product...)
Initiate a request for review of POA, Trust, or land lease. Upload or fax documents for review.

Service type: Full
Fee: \$100.00

[Open Order Form](#) > [Import Data](#) > [Export Data](#) > [View Data](#) > [Print](#)

[Clone Order](#) > [Create Template](#) > [Send Copy](#) > [Archive Order](#) >

Complete the Order Information Page, then click **“Next”**.

Order Information

Order Prepared by	ABC Mortgage Company
Phone Number	(972) 814-1528 Ext <input type="text"/>
E-mail	carrie@ppdocs.com
Borrower's Last Name or Company Name	John James Jones
Loan #	<input type="text"/>
Closing Date	02/02/2013
Property Address	12345 Main Street
ZIP: State, City	75052 TX Grand Prairie
Attorney fee	paid monthly by account holder ▼
Transaction Type	Purchase ▼
Loan Type	Conventional ▼
Other Lender	No ▼

Select the time you need your documents by, then enter the email address you would like the approval sent back to, then click "Next".

Transmittal Info

1 2 NEED DOCUMENTS BY: 05:00 PM today

Notes to PPDocs.com regarding this loan request:

Attachments:

ATTENTION: You must at least send the Power of Attorney before we can begin working on this file.

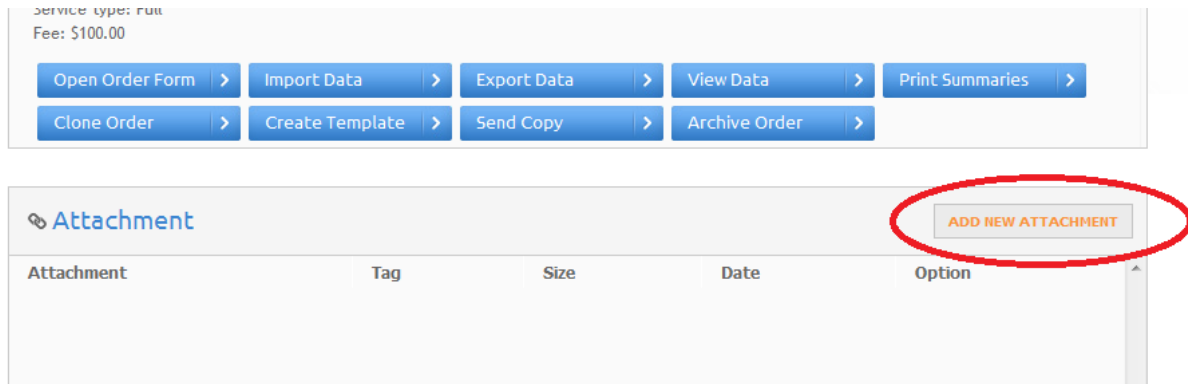
1) N/A 2) N/A 3) N/A
4) N/A 5) 6)

Completed package delivery options

Send	Send to	Send via	E-mail Address
1) Full Package	Lender	Internet	MyEmailAddress@MyBank.com
2) Full Package	Lender	Internet	
3)			

Click the "Submit Full Service Request" button and click the link to print out your Fax Cover Sheet. Use the fax cover sheet to fax over the **POA/Trust** and **Title Commitment**.

If you prefer to upload your documents instead of faxing, you may close the order form and click **“Add New Attachment”** in the Attachments section of the Order status page. (the order form must still be completed first)



The screenshot shows a web interface for an order status page. At the top, it displays "Service type: full" and "Fee: \$100.00". Below this is a row of action buttons: "Open Order Form", "Import Data", "Export Data", "View Data", and "Print Summaries". A second row contains "Clone Order", "Create Template", "Send Copy", and "Archive Order". Below the buttons is a section titled "Attachment" with a table. The table has columns for "Attachment", "Tag", "Size", "Date", and "Option". The "Attachment" column is currently empty. To the right of the table, the "ADD NEW ATTACHMENT" button is circled in red.

Attachment	Tag	Size	Date	Option

You will receive a confirmation email upon successful submission of your request.

Please give us a call if you have any questions. Or email support@ppdocs.com