



E-View

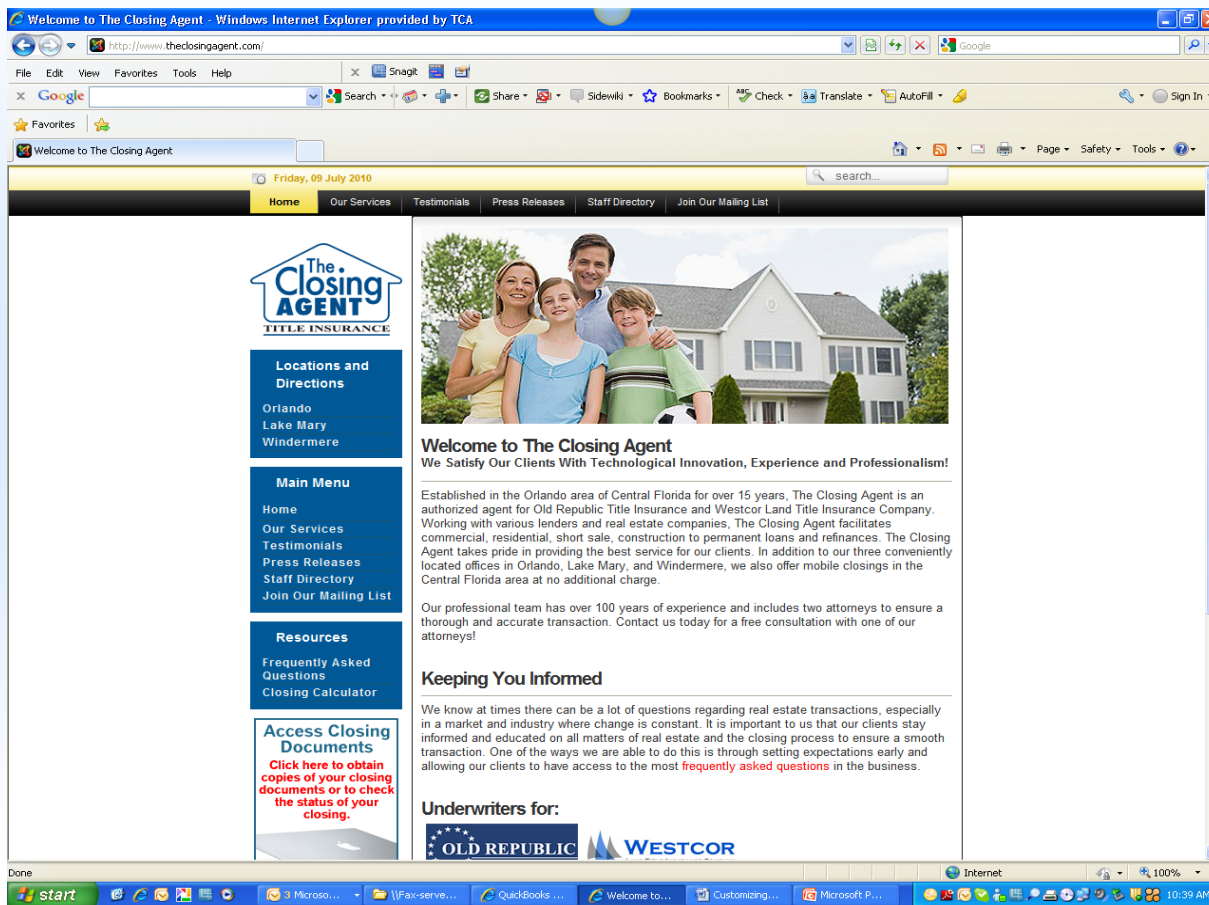
**Online Access To Your Title Orders
24 Hours A Day - 7 Days A Week**

Overview of Features

- **24 Hours a Day, 7 Days a Week Access to:**
 - **Submit New Orders**
 - **Track File's Progress**
 - **View, Print and Submit Documents**
 - **Communicate with Closer Via Secure Internet Connection**
- **Real Time Information Exchange**

Login Steps

- Go to our Home Page at www.theclosingagent.com
- Click “Access Closing Documents” on the left side of the home page



Welcome to The Closing Agent - Windows Internet Explorer provided by TCA

http://www.theclosingagent.com/

Friday, 09 July 2010

Home Our Services Testimonials Press Releases Staff Directory Join Our Mailing List

The Closing Agent
TITLE INSURANCE

Locations and Directions
Orlando
Lake Mary
Windermere

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Home
Our Services
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Staff Directory
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Resources
Frequently Asked Questions
Closing Calculator

Access Closing Documents
Click here to obtain copies of your closing documents or to check the status of your closing.

Welcome to The Closing Agent
We Satisfy Our Clients With Technological Innovation, Experience and Professionalism!

Established in the Orlando area of Central Florida for over 15 years, The Closing Agent is an authorized agent for Old Republic Title Insurance and Westcor Land Title Insurance Company. Working with various lenders and real estate companies, The Closing Agent facilitates commercial, residential, short sale, construction to permanent loans and refinances. The Closing Agent takes pride in providing the best service for our clients. In addition to our three conveniently located offices in Orlando, Lake Mary, and Windermere, we also offer mobile closings in the Central Florida area at no additional charge.

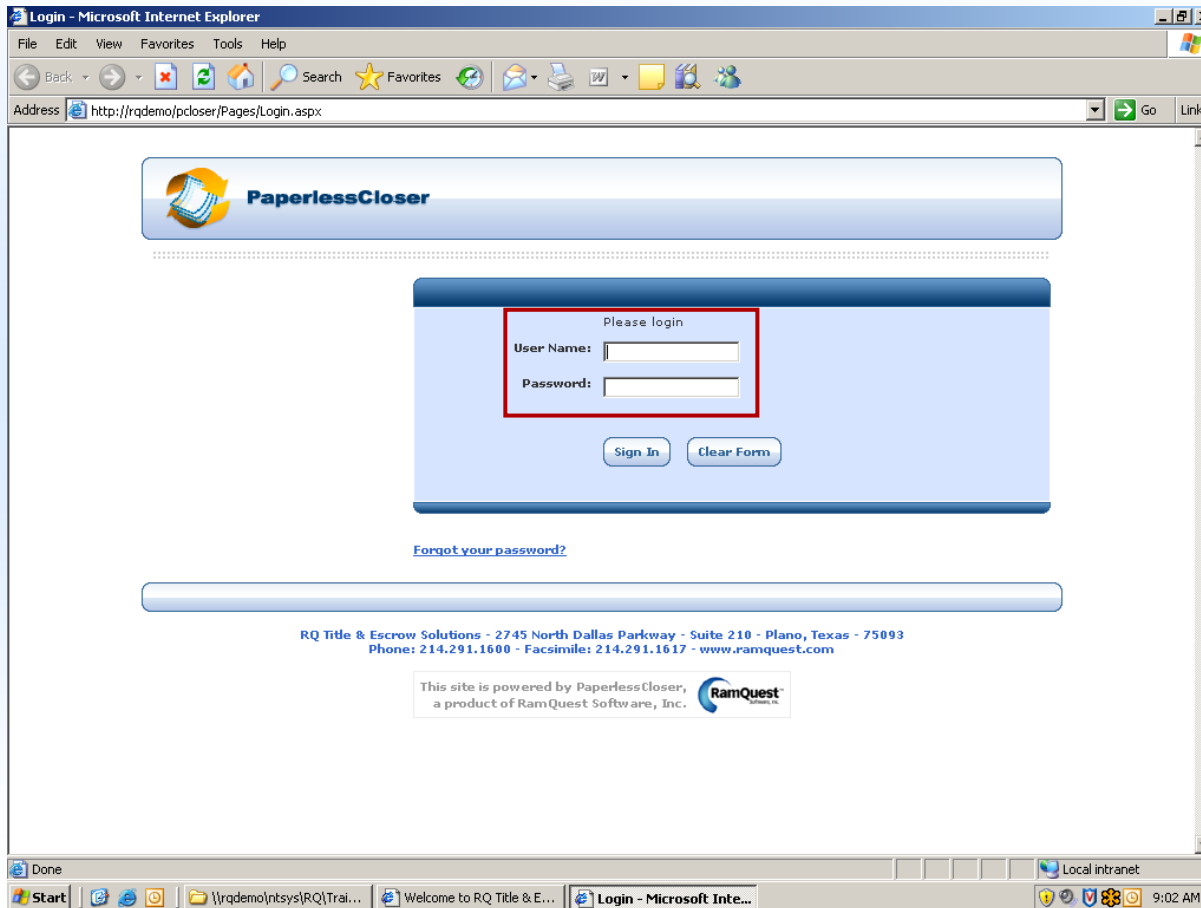
Our professional team has over 100 years of experience and includes two attorneys to ensure a thorough and accurate transaction. Contact us today for a free consultation with one of our attorneys!

Keeping You Informed

We know at times there can be a lot of questions regarding real estate transactions, especially in a market and industry where change is constant. It is important to us that our clients stay informed and educated on all matters of real estate and the closing process to ensure a smooth transaction. One of the ways we are able to do this is through setting expectations early and allowing our clients to have access to the most frequently asked questions in the business.

Underwriters for:
OLD REPUBLIC **WESTCOR**

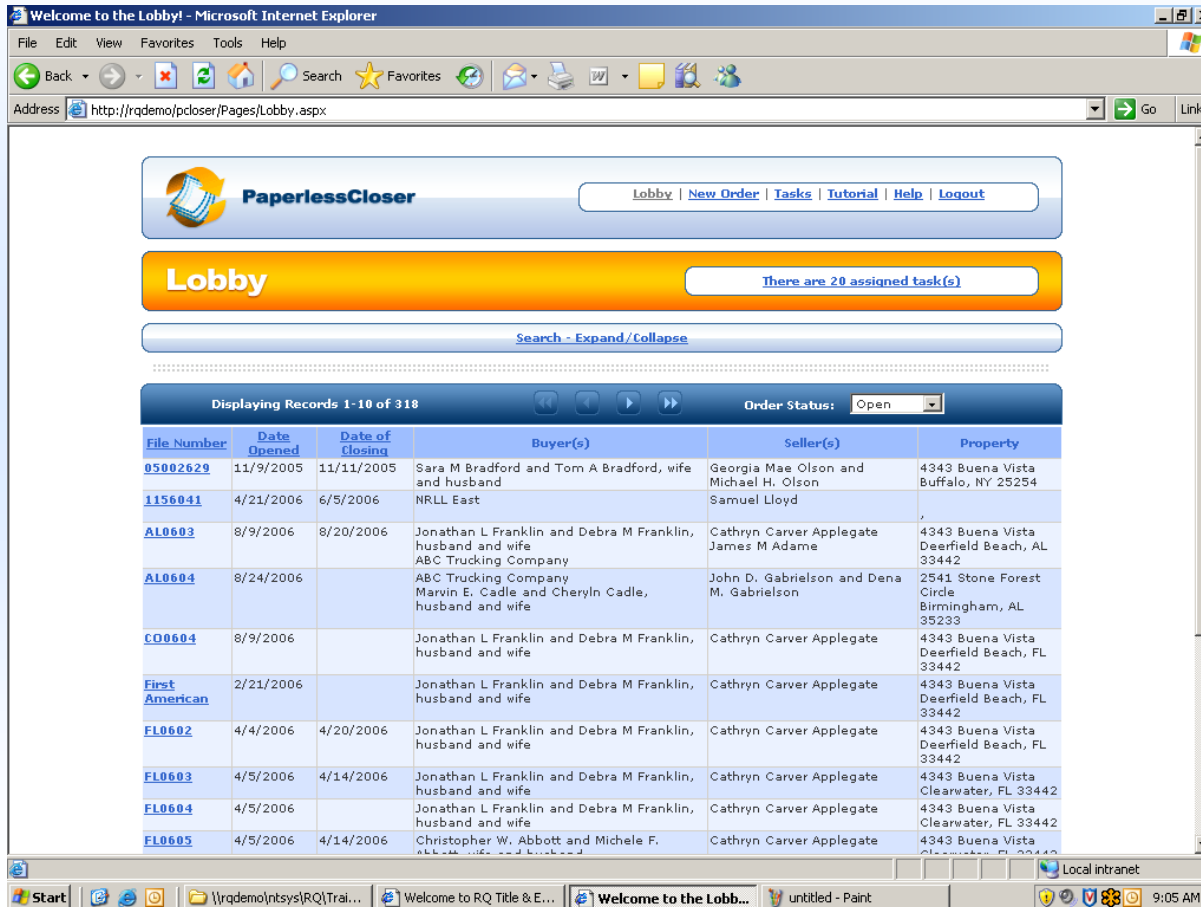
Login Steps



Microsoft Internet Explorer window showing the login page for PaperlessCloser. The address bar displays `http://rqdemo/pcloser/Pages/Login.aspx`. The page content includes the PaperlessCloser logo, a "Please login" form with "User Name:" and "Password:" fields (highlighted by a red box), "Sign In" and "Clear Form" buttons, and a "Forgot your password?" link. The footer contains contact information for RQ Title & Escrow Solutions and a note that the site is powered by PaperlessCloser, a product of RamQuest Software, Inc.

- Go to our Home Page at www.theclosingagent.com
- Click “Access Closing Documents” on the left side of the home page
- Enter User Name and Password

Lobby

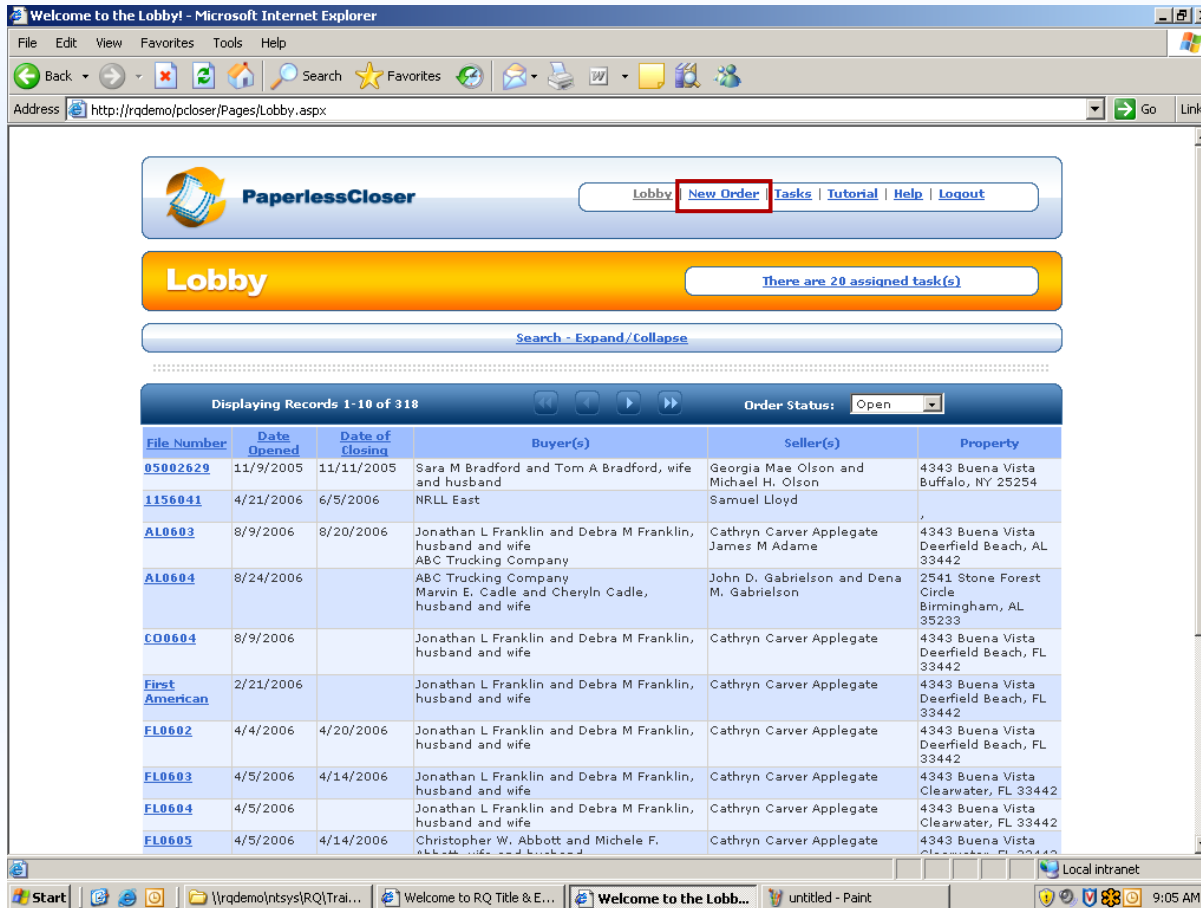


Displaying Records 1-10 of 318

File Number	Date Opened	Date of Closing	Buyer(s)	Seller(s)	Property
05002629	11/9/2005	11/11/2005	Sara M Bradford and Tom A Bradford, wife and husband	Georgia Mae Olson and Michael H. Olson	4343 Buena Vista Buffalo, NY 25254
1156041	4/21/2006	6/5/2006	NRLL East	Samuel Lloyd	,
AL0603	8/9/2006	8/20/2006	Jonathan L Franklin and Debra M Franklin, husband and wife ABC Trucking Company	Cathryn Carver Applegate James M Adame	4343 Buena Vista Deerfield Beach, AL 33442
AL0604	8/24/2006		ABC Trucking Company Marvin E. Cadle and Cheryln Cadle, husband and wife	John D. Gabrielson and Dena M. Gabrielson	2541 Stone Forest Circle Birmingham, AL 35233
CO0604	8/9/2006		Jonathan L Franklin and Debra M Franklin, husband and wife	Cathryn Carver Applegate	4343 Buena Vista Deerfield Beach, FL 33442
First American	2/21/2006		Jonathan L Franklin and Debra M Franklin, husband and wife	Cathryn Carver Applegate	4343 Buena Vista Deerfield Beach, FL 33442
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FL0605	4/5/2006	4/14/2006	Christopher W. Abbott and Michele F. Abbott, wife and husband	Cathryn Carver Applegate	4343 Buena Vista Clearwater, FL 33442

- Starting point once you log in

Lobby



Welcome to the Lobby! - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser Lobby **New Order** Tasks | Tutorial | Help | Logout

Lobby There are 20 assigned task(s)

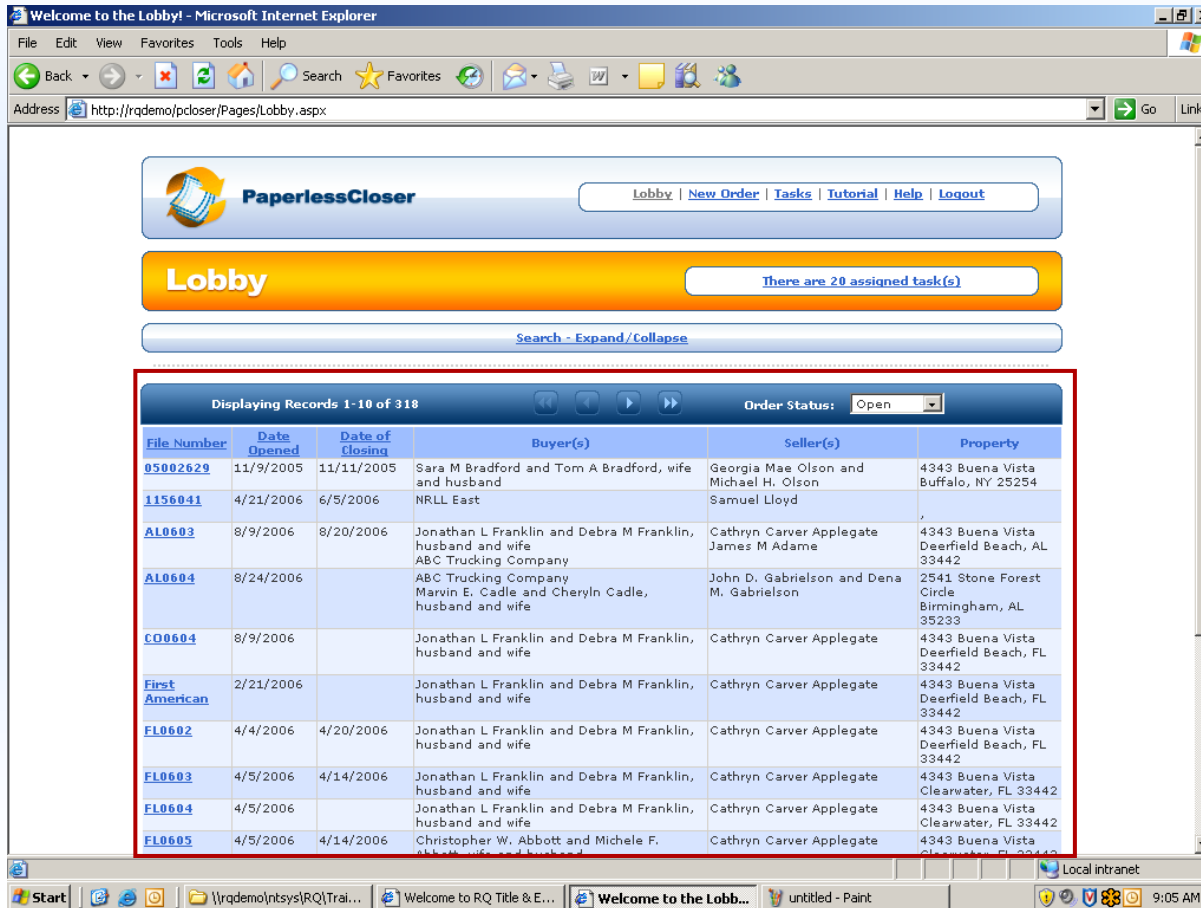
Search - Expand/Collapse

Displaying Records 1-10 of 318 Order Status: Open

File Number	Date Opened	Date of Closing	Buyer(s)	Seller(s)	Property
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- Starting point once you log in
- Can submit a new order

Lobby



Welcome to the Lobby! - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Lobby There are 20 assigned task(s)

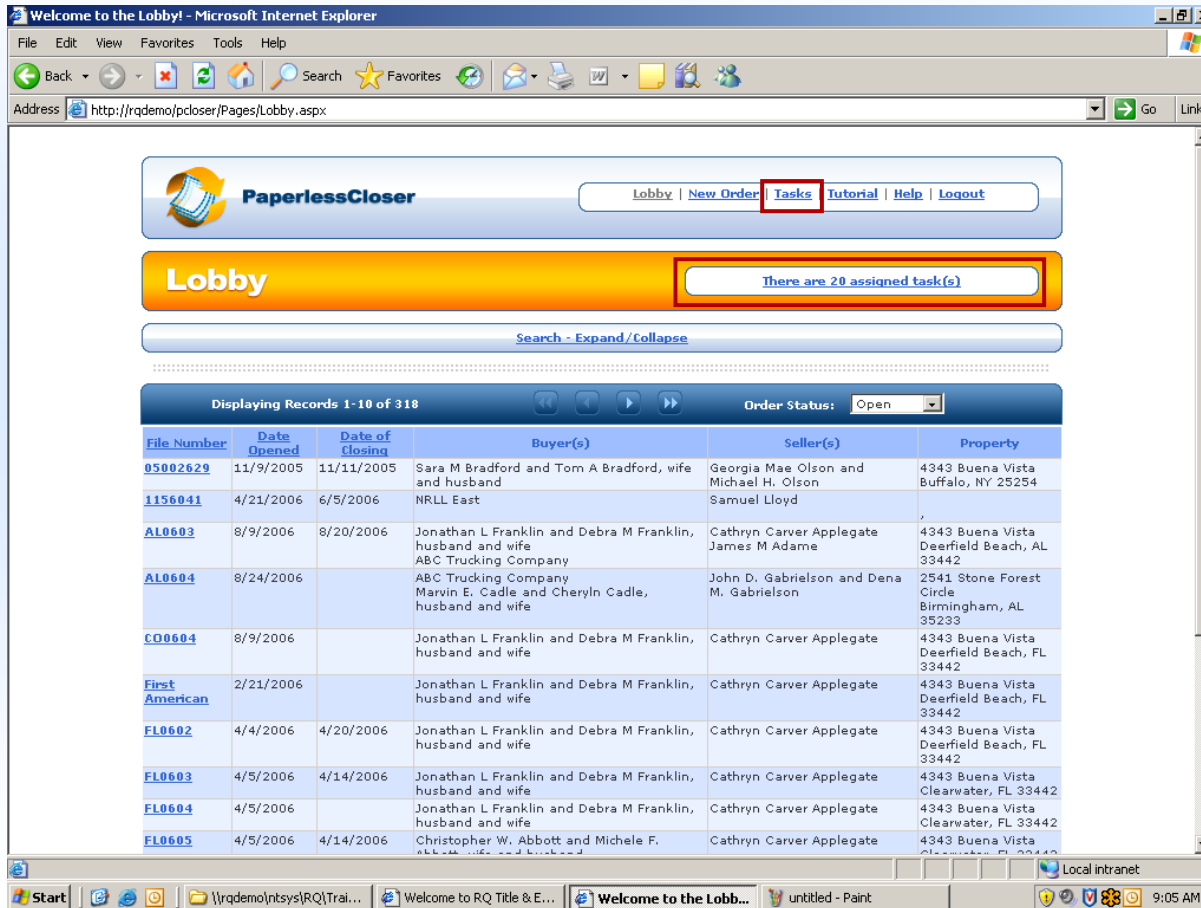
Search - Expand/Collapse

Displaying Records 1-10 of 318 Order Status: Open

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- Starting point once you log in
- Can submit a new order
- View Open, Closed, Cancelled, or All files

Lobby



Welcome to the Lobby! - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser

Lobby | New Order | **Tasks** | Tutorial | Help | Logout

Lobby There are 20 assigned task(s)

Search - Expand/Collapse

Displaying Records 1-10 of 318 Order Status: Open

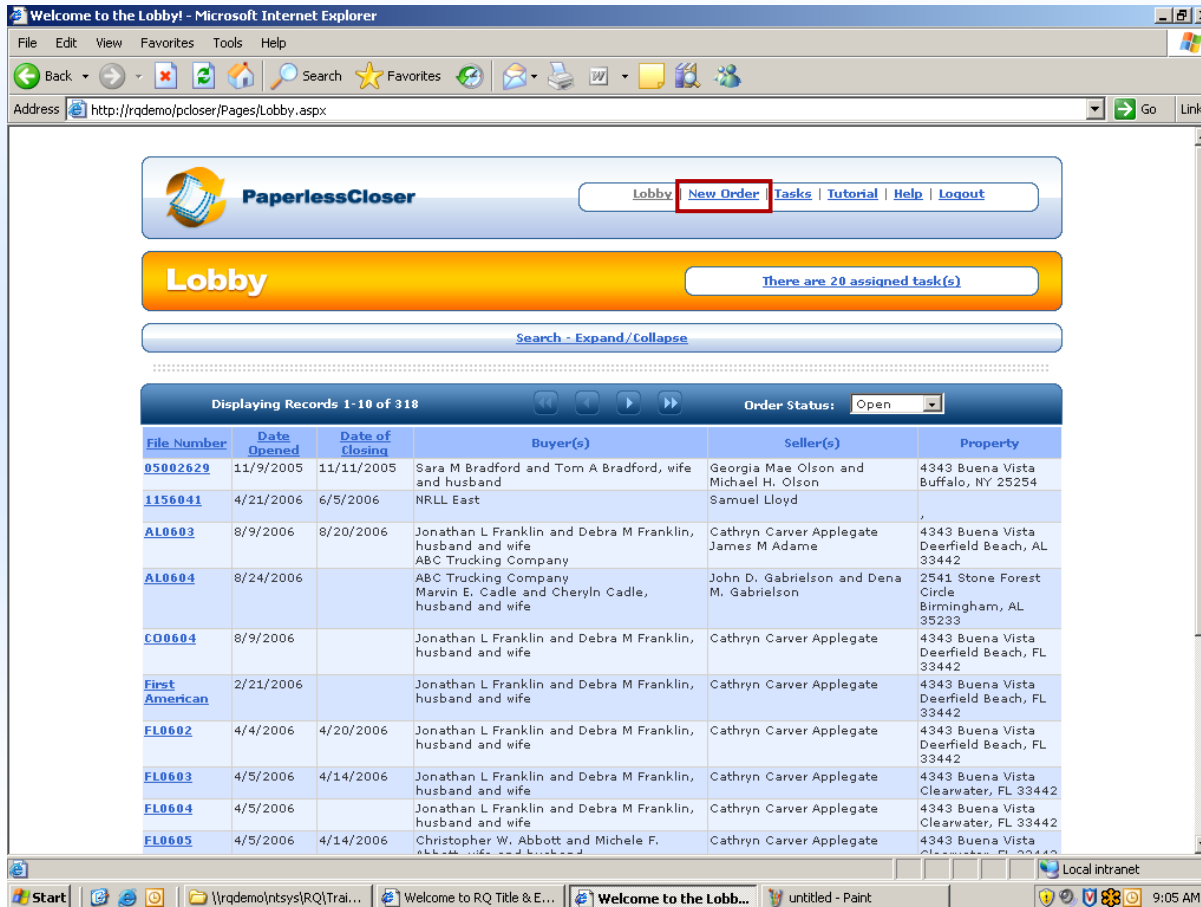
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Local intranet

Start | Welcome to RQ Title & E... | Welcome to the Lobb... | untitled - Paint | 9:05 AM

- Starting point once you log in
- Can submit a new order
- View Open, Closed, Cancelled, or All files
- View Tasks assigned to you

Submit A New Order



Welcome to the Lobby! - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser Lobby **New Order** Tasks | Tutorial | Help | Logout

Lobby There are 20 assigned task(s)

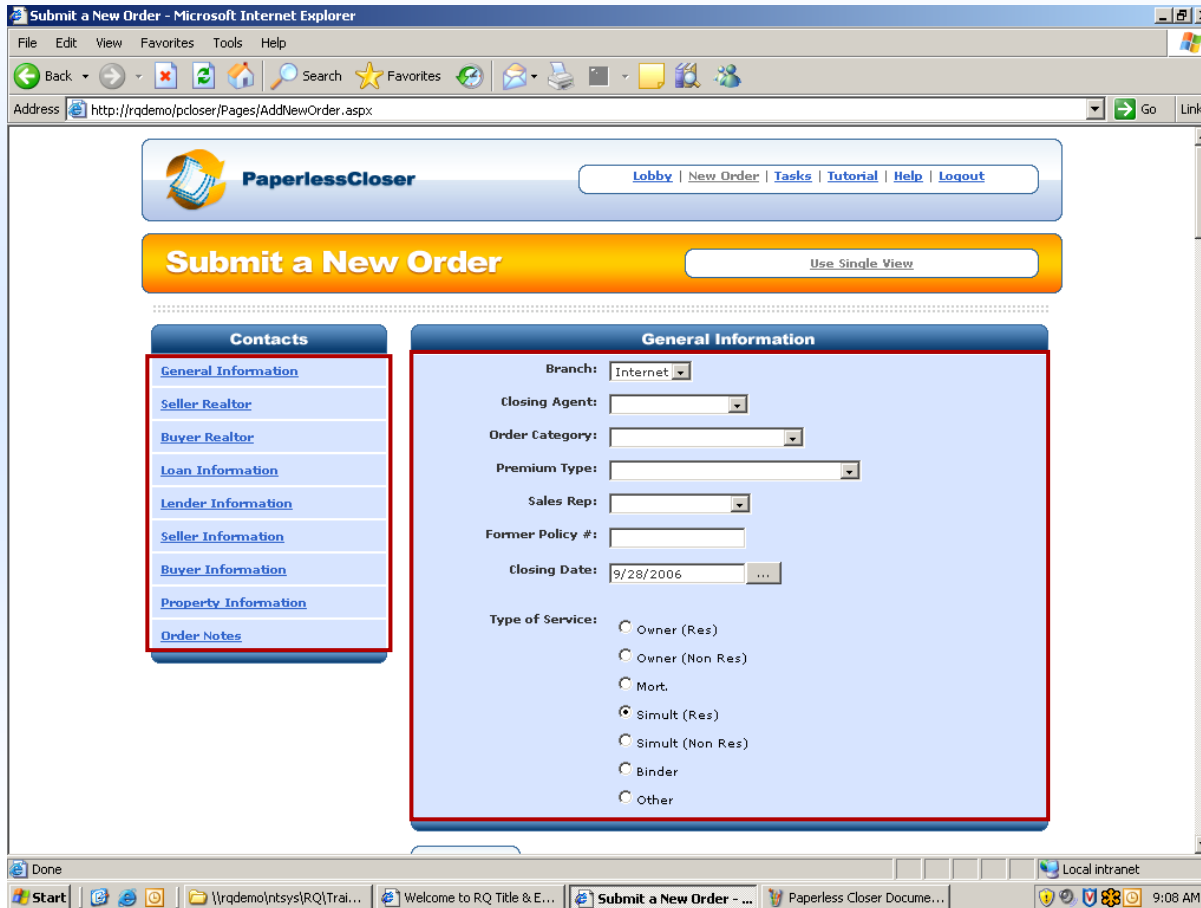
Search - Expand/Collapse

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- From Lobby, select "New Order"

Submit A New Order

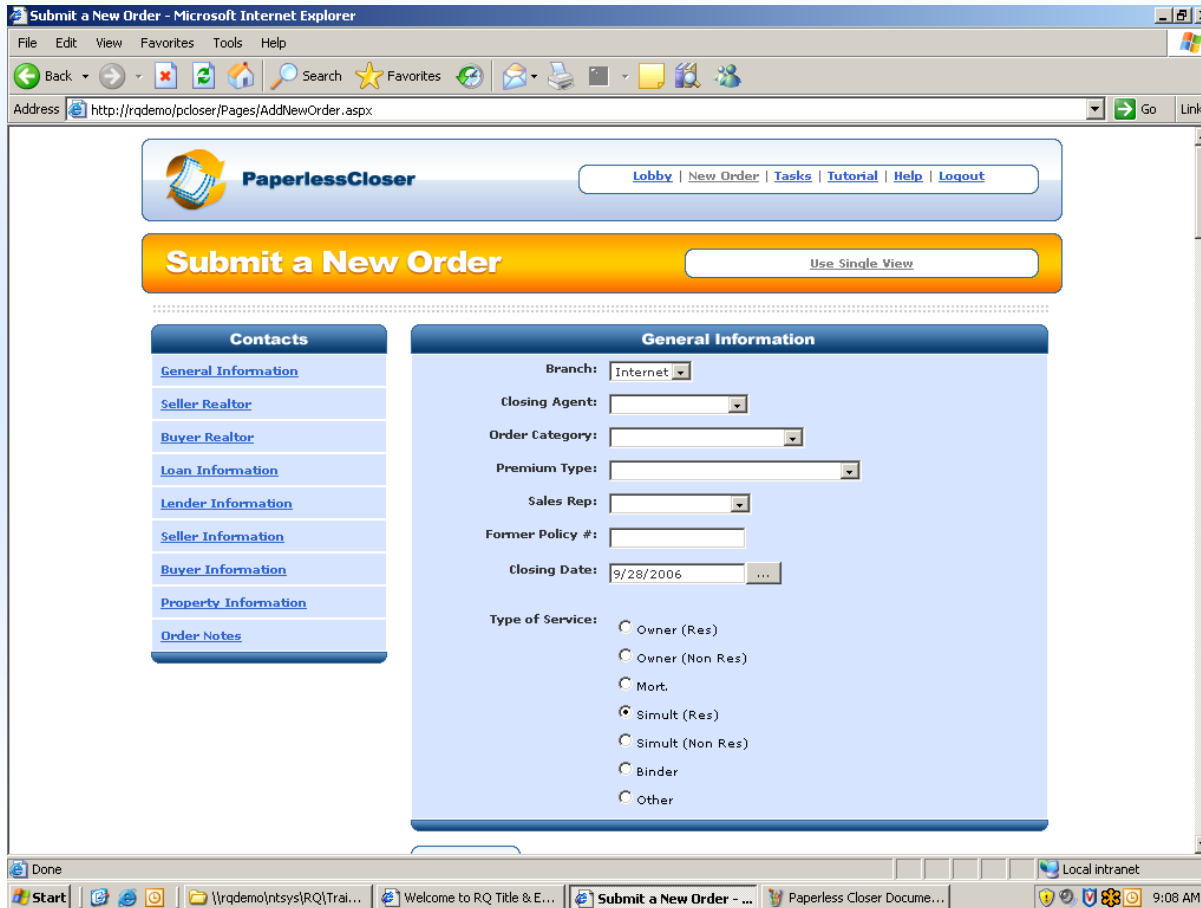


The screenshot shows a web browser window titled "Submit a New Order - Microsoft Internet Explorer". The address bar shows the URL "http://rqdemo/pcloser/Pages/AddNewOrder.aspx". The page features the "PaperlessCloser" logo and navigation links: "Lobby", "New Order", "Tasks", "Tutorial", "Help", and "Logout". A prominent orange button labeled "Submit a New Order" is visible, along with a "Use Single View" link. The main content area is divided into two sections: "Contacts" and "General Information". The "Contacts" section contains a list of links: "General Information", "Seller Realtor", "Buyer Realtor", "Loan Information", "Lender Information", "Seller Information", "Buyer Information", "Property Information", and "Order Notes". The "General Information" section contains the following fields and options:

- Branch: Internet (dropdown)
- Closing Agent: (text input)
- Order Category: (dropdown)
- Premium Type: (dropdown)
- Sales Rep: (dropdown)
- Former Policy #: (text input)
- Closing Date: 9/28/2006 (calendar icon)
- Type of Service: (radio buttons)
 - Owner (Res)
 - Owner (Non Res)
 - Mort.
 - Simult (Res)
 - Simult (Non Res)
 - Binder
 - Other

- From Lobby, select “New Order”
- Navigate through sections and add information to new file

Submit A New Order



The screenshot shows a web browser window titled "Submit a New Order - Microsoft Internet Explorer". The address bar shows the URL "http://rqdemo/pcloser/Pages/AddNewOrder.aspx". The page features the "PaperlessCloser" logo and navigation links: "Lobby", "New Order", "Tasks", "Tutorial", "Help", and "Logout". A prominent orange button labeled "Submit a New Order" is visible, along with a "Use Single View" link. The main content area is divided into two sections: "Contacts" and "General Information".

Contacts

- [General Information](#)
- [Seller Realtor](#)
- [Buyer Realtor](#)
- [Loan Information](#)
- [Lender Information](#)
- [Seller Information](#)
- [Buyer Information](#)
- [Property Information](#)
- [Order Notes](#)

General Information

Branch:

Closing Agent:

Order Category:

Premium Type:

Sales Rep:

Former Policy #:

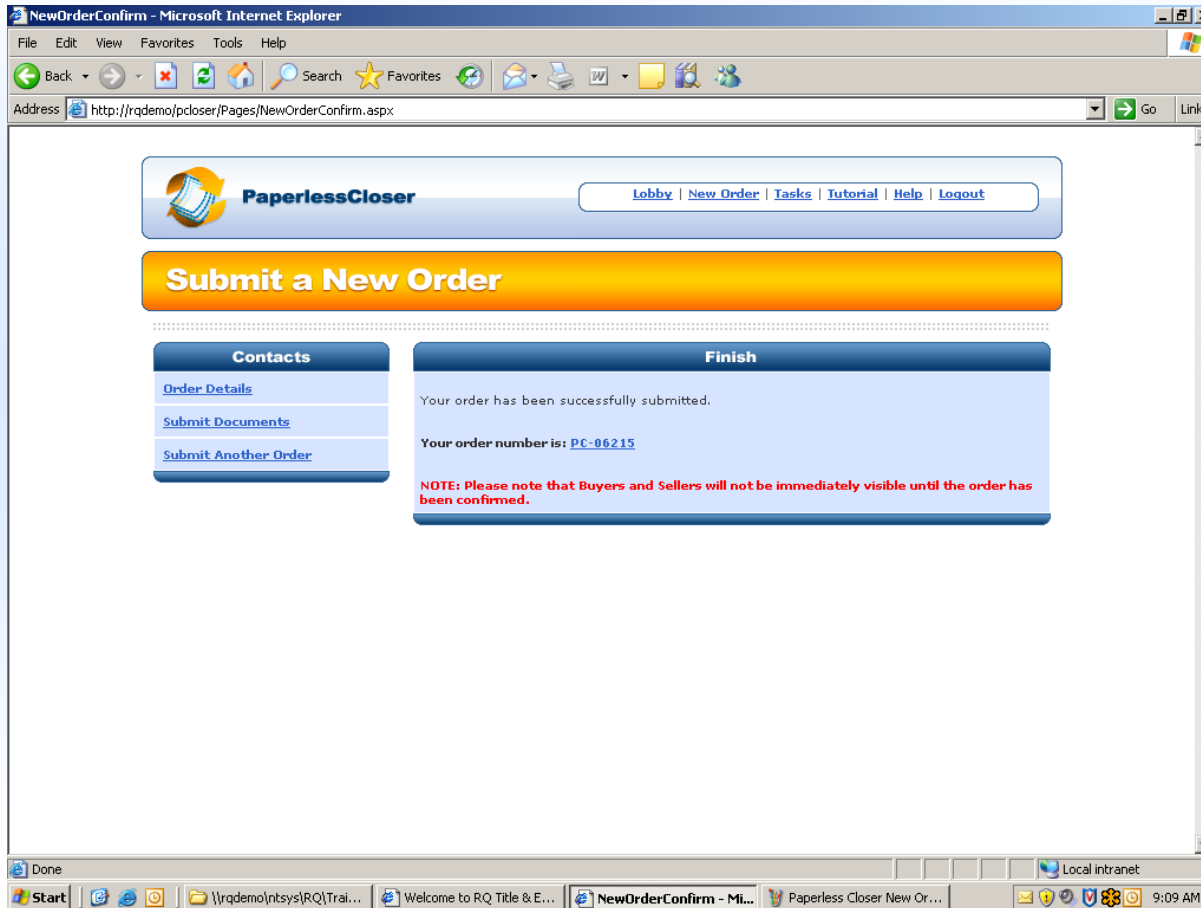
Closing Date: ...

Type of Service:

- Owner (Res)
- Owner (Non Res)
- Mort.
- Simult (Res)
- Simult (Non Res)
- Binder
- Other

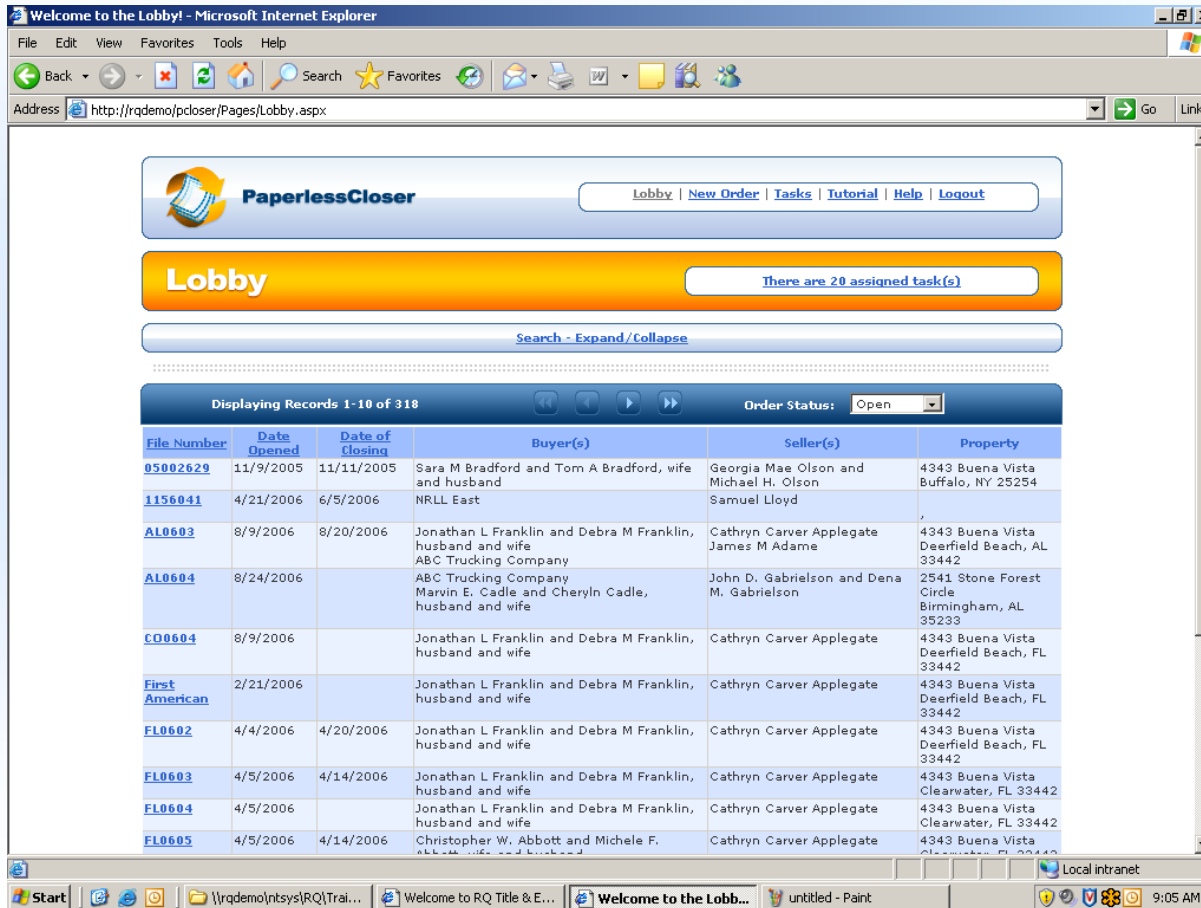
- From Lobby, select “New Order”
- Navigate through sections and add information to new file
- Click “Add New Order” to submit order when done entering information

Submit A New Order



- From Lobby, select “New Order”
- Navigate through sections and add information to new file
- Click “Add New Order” to submit order when done entering information
- Confirming file number received after new order is submitted

Submit A New Order



Microsoft Internet Explorer window: Welcome to the Lobby! - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser Lobby | [New Order](#) | [Tasks](#) | [Tutorial](#) | [Help](#) | [Logout](#)

Lobby There are 20 assigned task(s)

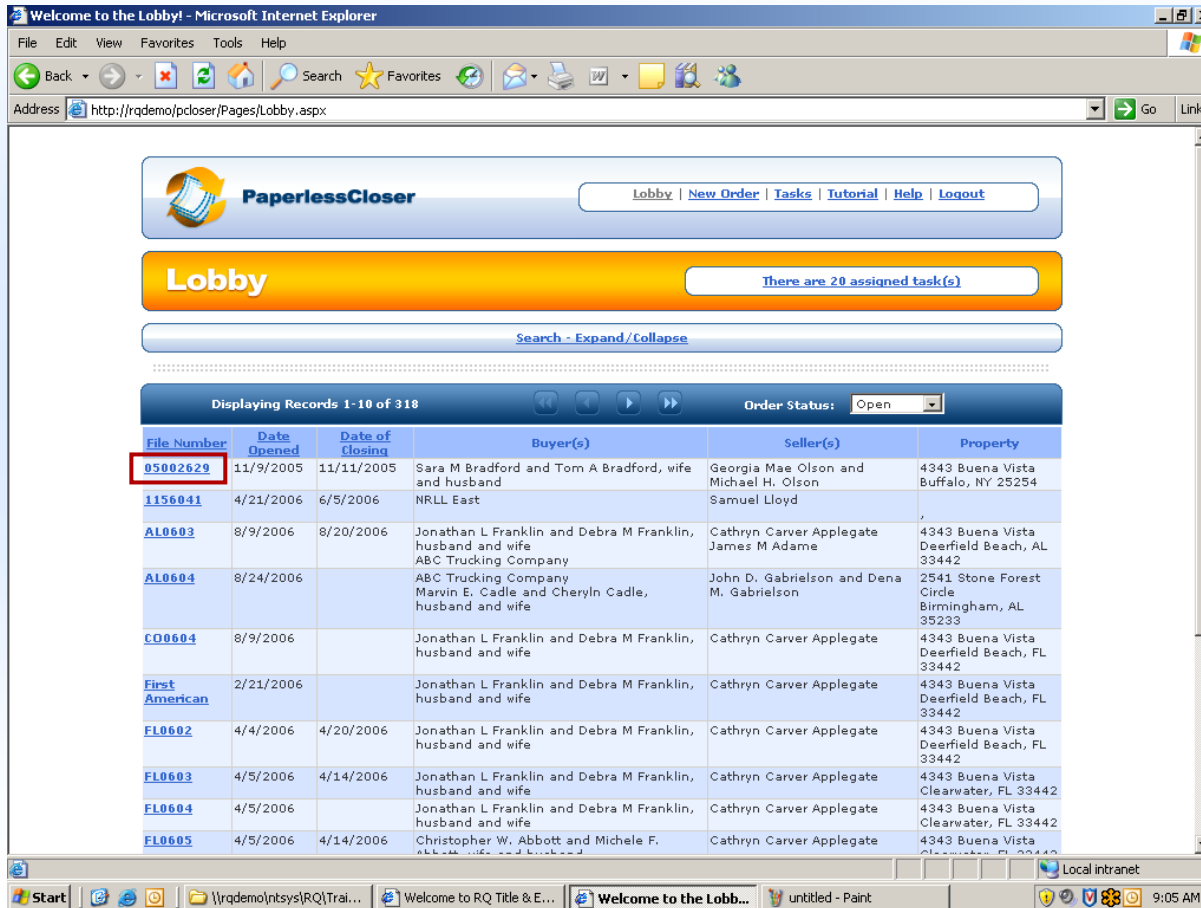
Search - Expand/Collapse

Displaying Records 1-10 of 318 Order Status: Open

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- From Lobby, select “New Order”
- Navigate through sections and add information to new file
- Click “Add New Order” to submit order when done entering information
- Confirming file number received after new order is submitted
- Return to “Lobby” and select file to track or view its documents

Track A File's Progress



Welcome to the Lobby! - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Lobby.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Lobby There are 20 assigned task(s)

Search - Expand/Collapse

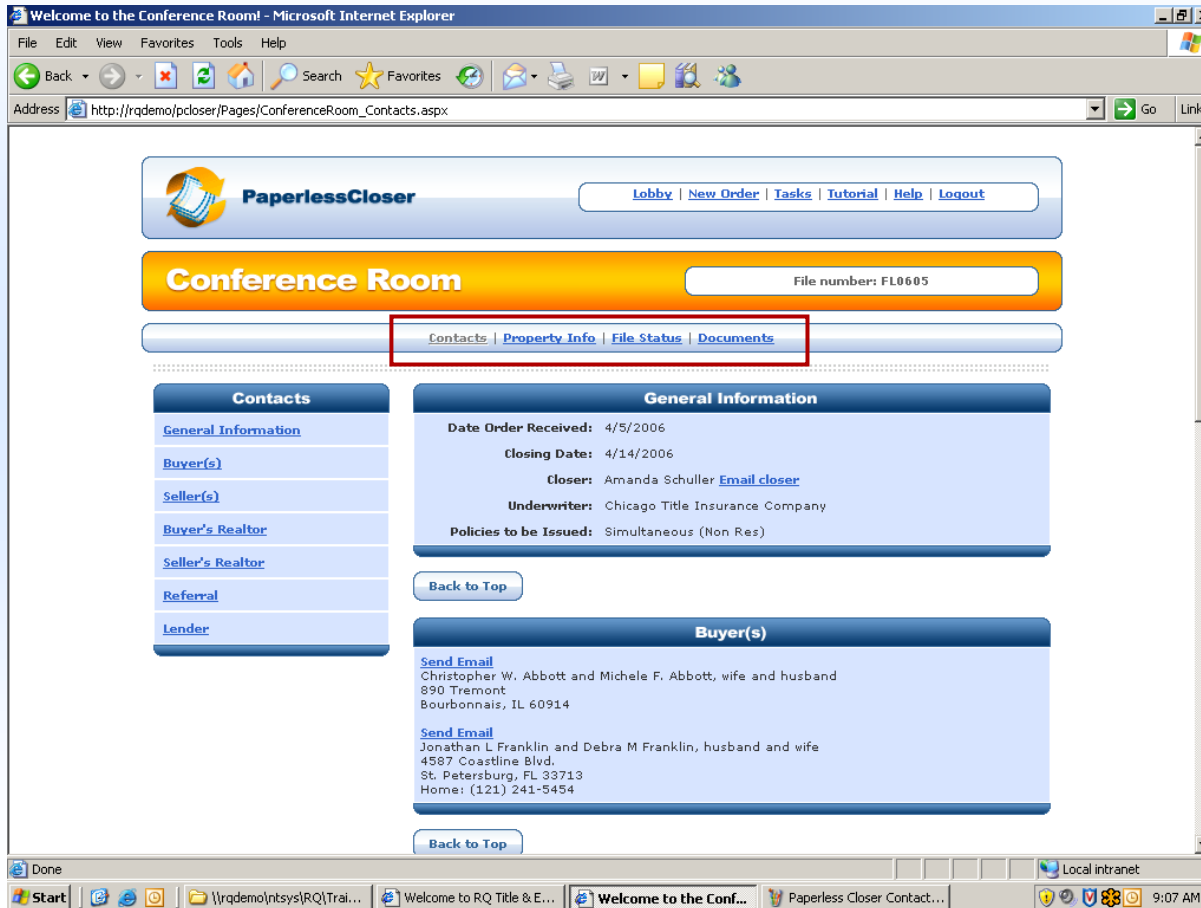
Displaying Records 1-10 of 318 Order Status: Open

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Conference Room for A File

- Select a file from the Lobby

Track A File's Progress

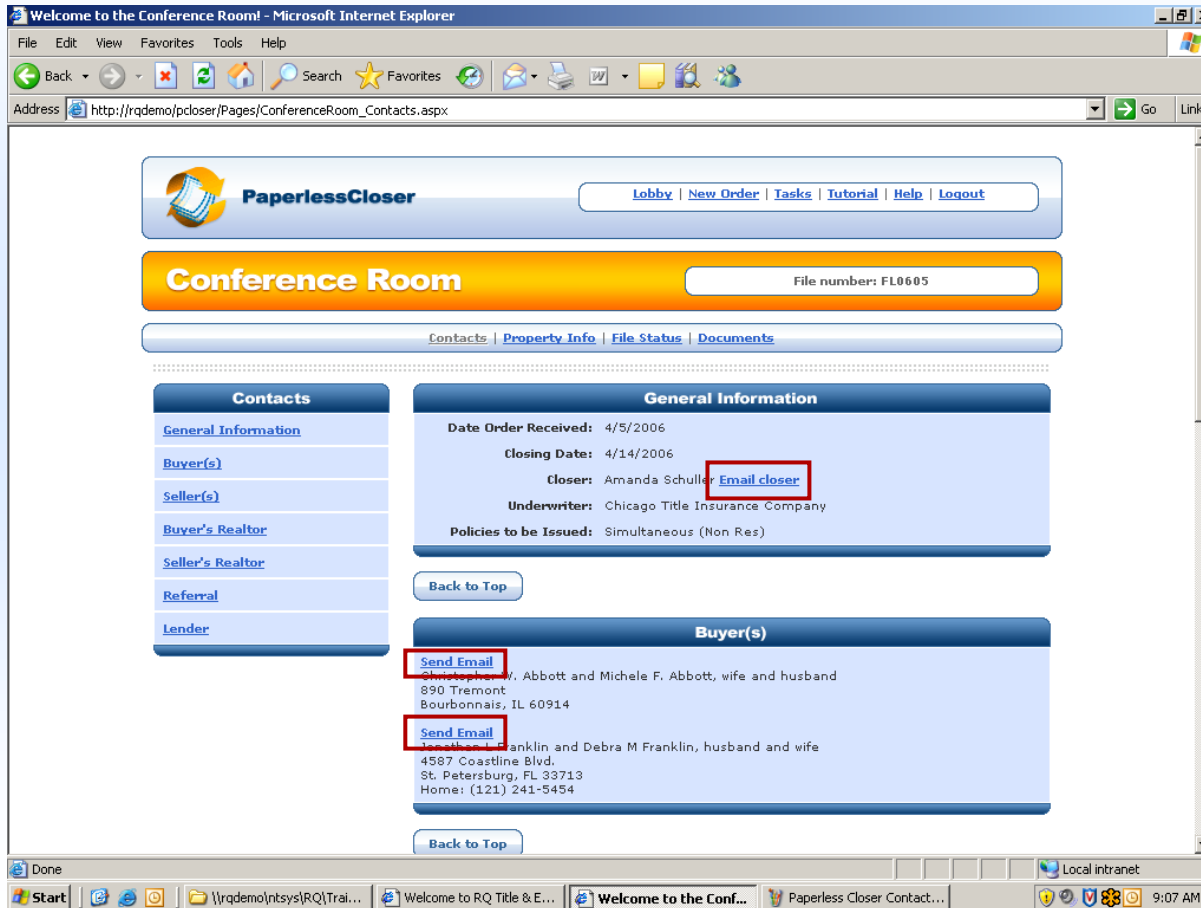


The screenshot shows a web browser window titled "Welcome to the Conference Room! - Microsoft Internet Explorer". The address bar shows the URL: http://rqdemo/pcloser/Pages/ConferenceRoom_Contacts.aspx. The page features the PaperlessCloser logo and navigation links: Lobby, New Order, Tasks, Tutorial, Help, and Logout. A prominent orange banner reads "Conference Room" with a search box containing "File number: FL0605". Below this, a navigation bar highlights "Contacts", "Property Info", "File Status", and "Documents". The main content area is divided into two columns. The left column, titled "Contacts", includes links for General Information, Buyer(s), Seller(s), Buyer's Realtor, Seller's Realtor, Referral, and Lender. The right column, titled "General Information", displays the following details: Date Order Received: 4/5/2006; Closing Date: 4/14/2006; Closer: Amanda Schuller (with an "Email closer" link); Underwriter: Chicago Title Insurance Company; and Policies to be Issued: Simultaneous (Non Res). A "Back to Top" button is located below this section. The "Buyer(s)" section lists two entries, each with a "Send Email" link and contact information: Christopher W. Abbott and Michele F. Abbott, wife and husband (890 Tremont, Bourbonnais, IL 60914); and Jonathan L. Franklin and Debra M. Franklin, husband and wife (4587 Coastline Blvd., St. Petersburg, FL 33713; Home: (121) 241-5454). Another "Back to Top" button is at the bottom of the page. The Windows taskbar at the bottom shows the Start button, several open applications, and the system clock at 9:07 AM.

Conference Room for A File

- Select a file from the Lobby
- The following sections are available for a file in it's "Conference Room"
 - **Contacts**
 - **Property Info**
 - **File Status**
 - **Documents**

Track A File's Progress

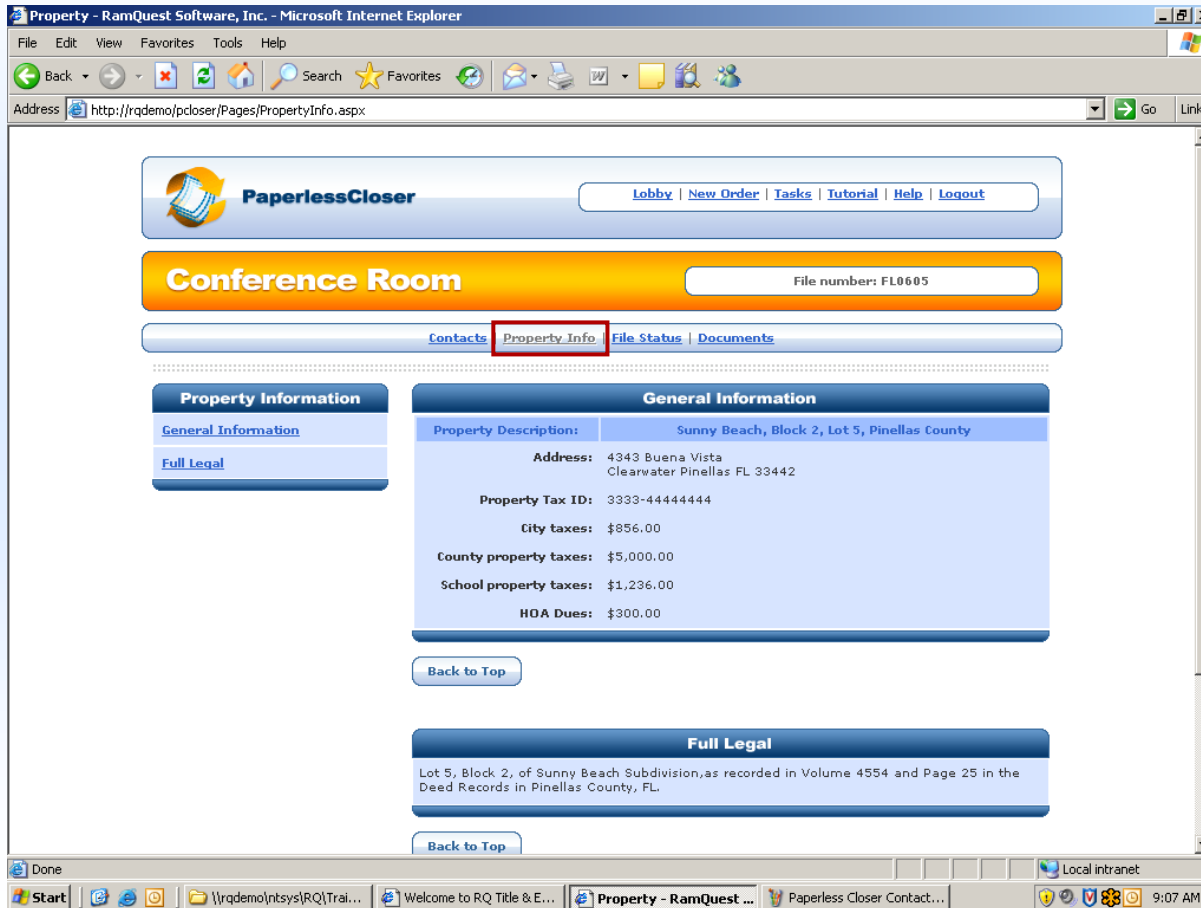


The screenshot shows a web browser window titled "Welcome to the Conference Room! - Microsoft Internet Explorer". The address bar shows the URL: http://rqdemo/pcloser/Pages/ConferenceRoom_Contacts.aspx. The page features the PaperlessCloser logo and navigation links: Lobby, New Order, Tasks, Tutorial, Help, and Logout. A prominent orange banner reads "Conference Room" with a search box containing "File number: FL0605". Below this, there are tabs for Contacts, Property Info, File Status, and Documents. The main content area is divided into two columns. The left column contains a "Contacts" sidebar with links for General Information, Buyer(s), Seller(s), Buyer's Realtor, Seller's Realtor, Referral, and Lender. The right column displays "General Information" for the file, including: Date Order Received: 4/5/2006, Closing Date: 4/14/2006, Closer: Amanda Schuller (with a red box around the "Email closer" link), Underwriter: Chicago Title Insurance Company, and Policies to be Issued: Simultaneous (Non Res). Below this is a "Buyer(s)" section with two entries, each with a red box around the "Send Email" link. The first buyer is Christopher W. Abbott and Michele F. Abbott, wife and husband, 890 Tremont, Bourbonnais, IL 60914. The second buyer is James H. Franklin and Debra M Franklin, husband and wife, 4587 Coastline Blvd, St. Petersburg, FL 33713, Home: (121) 241-5454. A "Back to Top" button is visible at the bottom of the page.

Conference Room for A File

- Select a file from the Lobby
- The following sections are available for a file in it's "Conference Room"
 - **Contacts**
 - **Property Info**
 - **File Status**
 - **Documents**
- Send contacts of the file an Email directly from the "Contacts" screen

Track A File's Progress



Property - RamQuest Software, Inc. - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/PropertyInfo.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Conference Room File number: FL0605

Contacts | **Property Info** | File Status | Documents

Property Information

- General Information
- Full Legal

General Information

Property Description:	Sunny Beach, Block 2, Lot 5, Pinellas County
Address:	4343 Buena Vista Clearwater Pinellas FL 33442
Property Tax ID:	3333-44444444
City taxes:	\$856.00
County property taxes:	\$5,000.00
School property taxes:	\$1,236.00
HOA Dues:	\$300.00

Back to Top

Full Legal

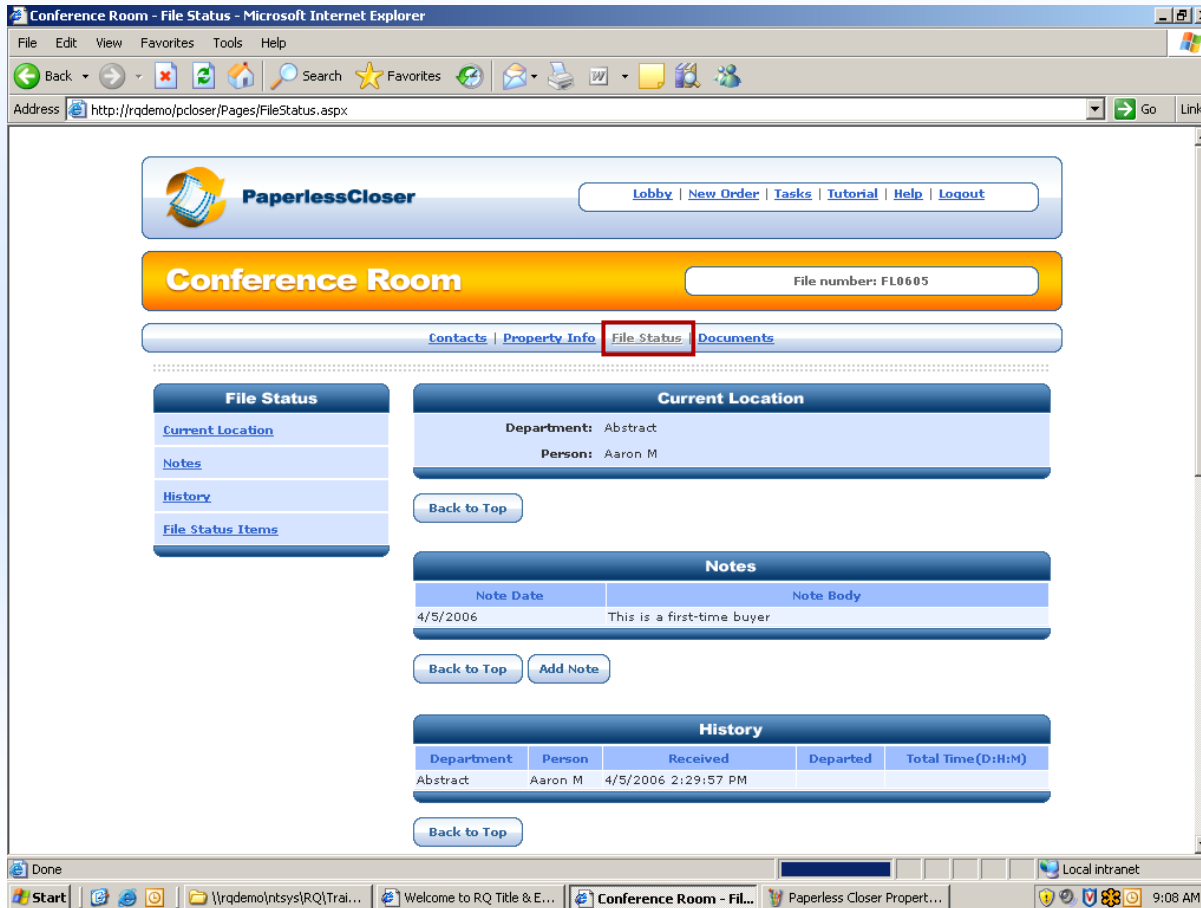
Lot 5, Block 2, of Sunny Beach Subdivision, as recorded in Volume 4554 and Page 25 in the Deed Records in Pinellas County, FL.

Back to Top

Conference Room for A File

- The “Property Info” screen displays:
 - General Information of the property(s) of the file
 - The Full Legal for the property(s) of the file

Track A File's Progress



Conference Room - File Status - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/FileStatus.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Conference Room File number: FL0605

Contacts | Property Info | **File Status** | Documents

File Status

- [Current Location](#)
- [Notes](#)
- [History](#)
- [File Status Items](#)

Current Location

Department: Abstract
Person: Aaron M

[Back to Top](#)

Notes

Note Date	Note Body
4/5/2006	This is a first-time buyer

[Back to Top](#) [Add Note](#)

History

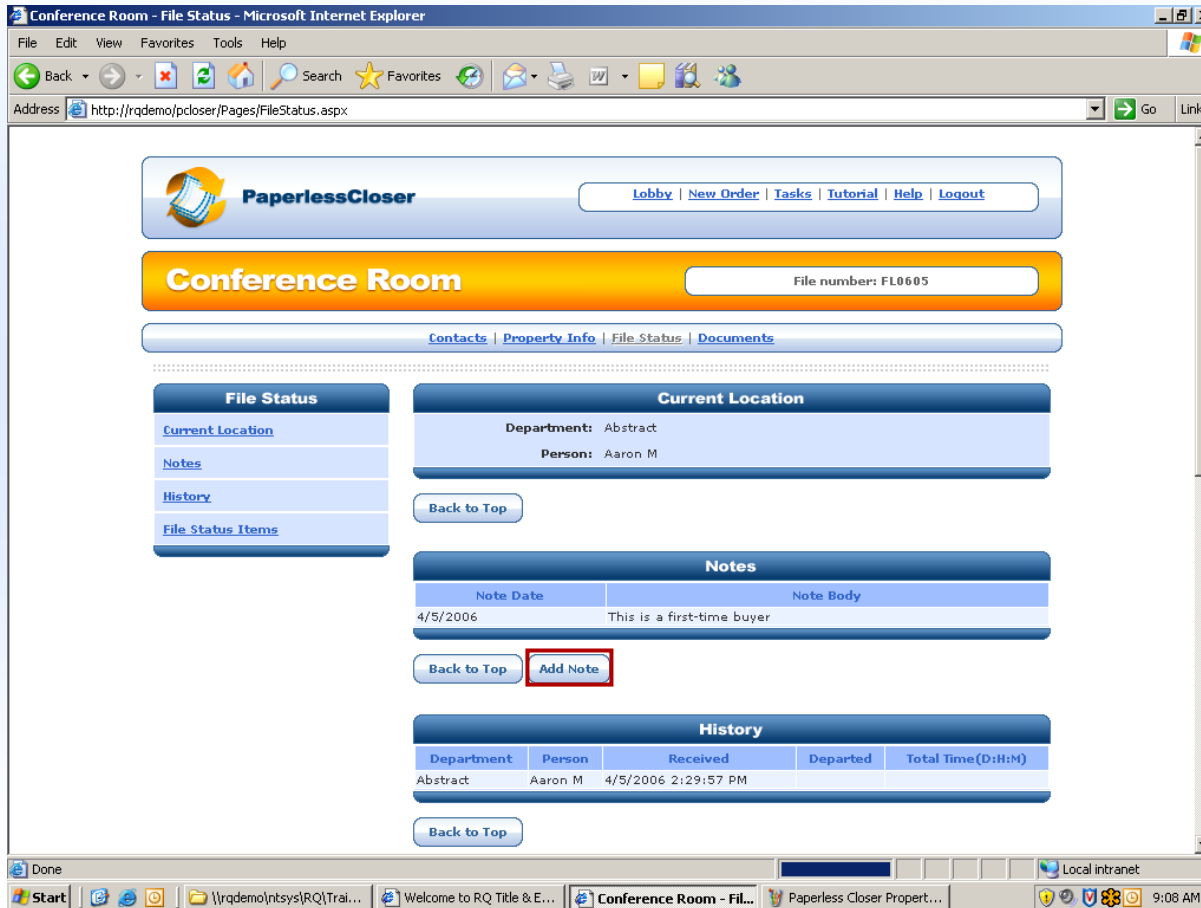
Department	Person	Received	Departed	Total Time(D:H:M)
Abstract	Aaron M	4/5/2006 2:29:57 PM		

[Back to Top](#)

Conference Room for A File

- The “File Status” screen shows the progress of the file

Track A File's Progress

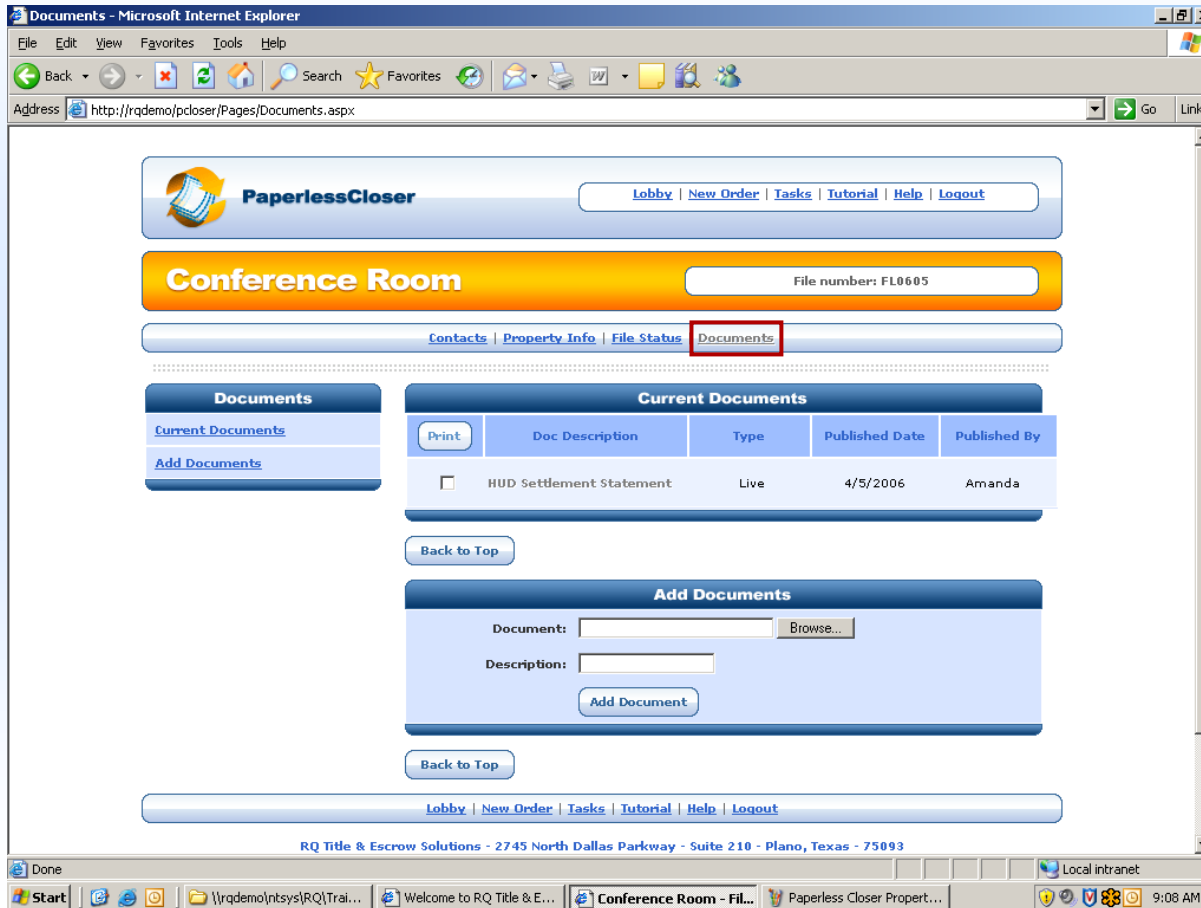


The screenshot shows a web browser window titled "Conference Room - File Status - Microsoft Internet Explorer". The address bar shows "http://rqdemo/pcloser/Pages/FileStatus.aspx". The page features the PaperlessCloser logo and navigation links: Lobby, New Order, Tasks, Tutorial, Help, and Logout. A prominent orange banner reads "Conference Room" with "File number: FL0605" next to it. Below this are tabs for Contacts, Property Info, File Status (selected), and Documents. A left sidebar contains links for File Status, Current Location, Notes, History, and File Status Items. The main content area is divided into sections: "Current Location" (Department: Abstract, Person: Aaron M), "Notes" (a table with one entry: 4/5/2006, This is a first-time buyer), and "History" (a table with one entry: Department: Abstract, Person: Aaron M, Received: 4/5/2006 2:29:57 PM). The "Add Note" button in the Notes section is highlighted with a red box.

Conference Room for A File

- The “File Status” screen shows the progress of the file
- Select “Add Note” to review and submit notes to your file

Track A File's Progress



The screenshot shows a web browser window titled 'Documents - Microsoft Internet Explorer'. The address bar shows 'http://rqdemo/pcloser/Pages/Documents.aspx'. The page header includes the 'PaperlessCloser' logo and navigation links: 'Lobby | New Order | Tasks | Tutorial | Help | Logout'. Below the header is a 'Conference Room' section with a file number 'FL0605' and a navigation menu with 'Contacts | Property Info | File Status | Documents' (the 'Documents' link is highlighted with a red box). The main content area is divided into two sections: 'Documents' on the left with links for 'Current Documents' and 'Add Documents', and 'Current Documents' on the right. The 'Current Documents' section contains a table with one row of data:

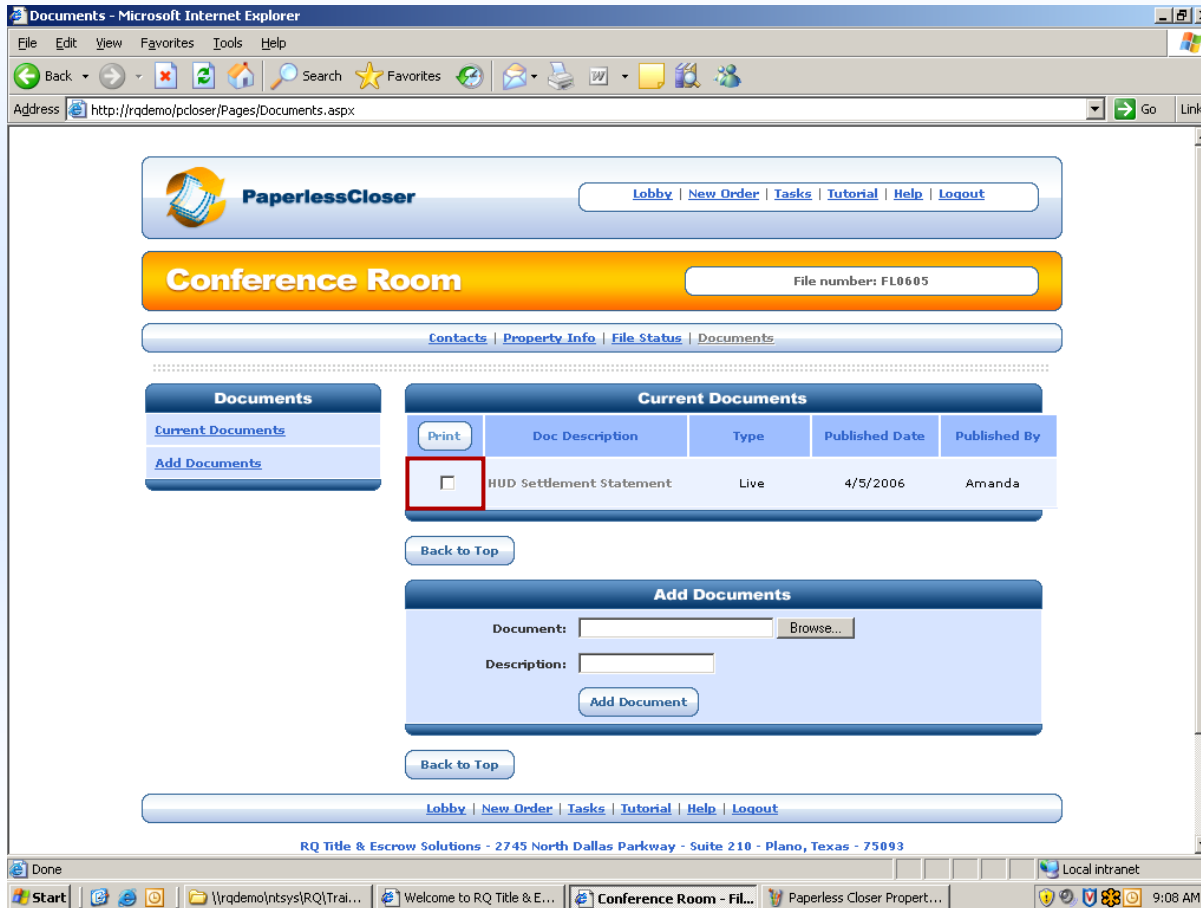
Print	Doc Description	Type	Published Date	Published By
<input type="checkbox"/>	HUD Settlement Statement	Live	4/5/2006	Amanda

Below the table is a 'Back to Top' button. The 'Add Documents' section has a form with 'Document:' and 'Description:' fields, a 'Browse...' button, and an 'Add Document' button. Another 'Back to Top' button is located below the form. The footer of the page displays 'RQ Title & Escrow Solutions - 2745 North Dallas Parkway - Suite 210 - Plano, Texas - 75093'. The Windows taskbar at the bottom shows the Start button, several open applications, and the system tray with the time '9:08 AM'.

Conference Room for A File

- The “Documents” screen allows you to review and submit documents online

Track A File's Progress



Documents - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Documents.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Conference Room File number: FL0605

Contacts | Property Info | File Status | Documents

Documents

Current Documents

Add Documents

Print	Doc Description	Type	Published Date	Published By
<input type="checkbox"/>	HUD Settlement Statement	Live	4/5/2006	Amanda

Back to Top

Add Documents

Document: Browse...

Description:

Add Document

Back to Top

Lobby | New Order | Tasks | Tutorial | Help | Logout

RQ Title & Escrow Solutions - 2745 North Dallas Parkway - Suite 210 - Plano, Texas - 75093

Done

Local Intranet

Start

\\rqdemo\ntsys\RQ\Trai...

Welcome to RQ Title & E...

Conference Room - Fil...

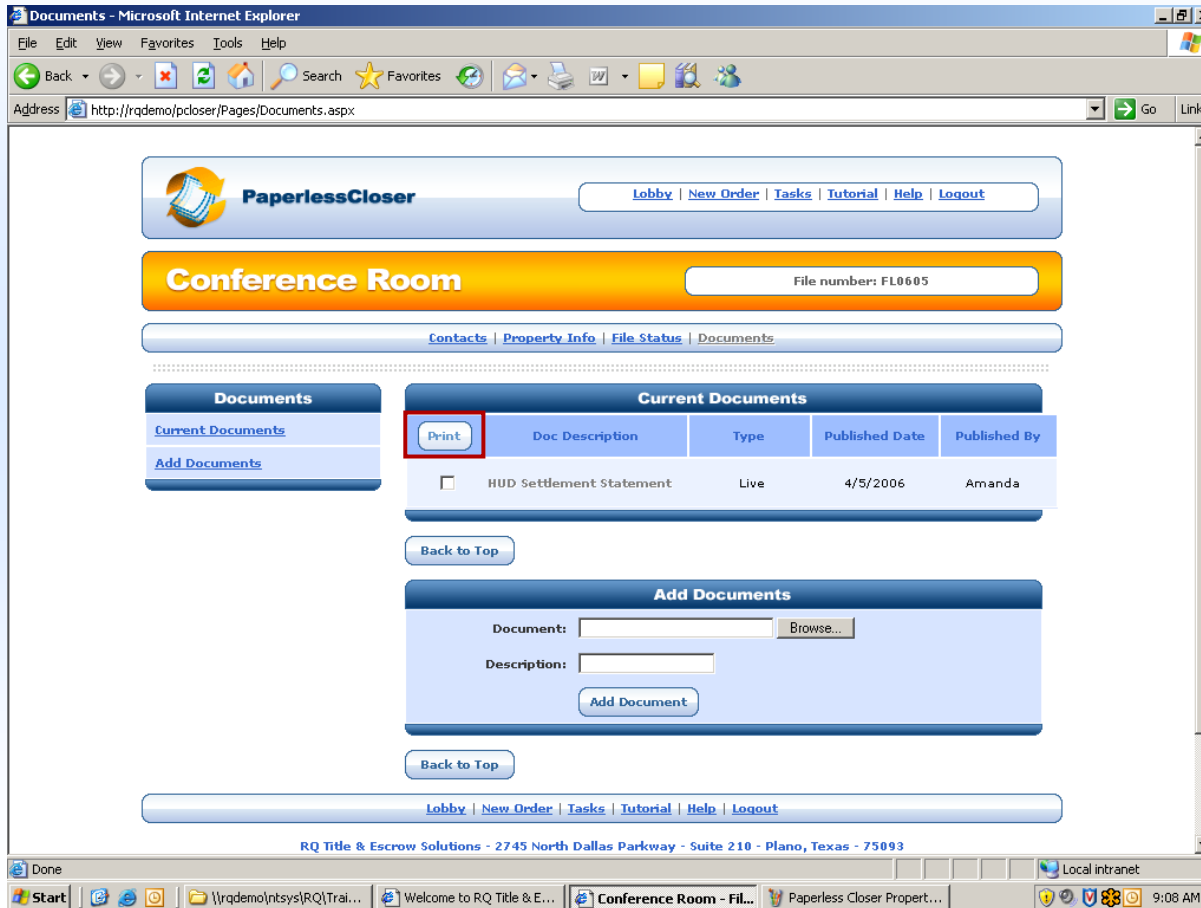
Paperless Closer Propert...

9:08 AM

Conference Room for A File

- The “Documents” screen allows you to review and submit documents online
- Check the “Print” boxes to select docs to be printed

Track A File's Progress



Documents - Microsoft Internet Explorer

Address: http://rqdemo/pcloser/Pages/Documents.aspx

PaperlessCloser Lobby | New Order | Tasks | Tutorial | Help | Logout

Conference Room File number: FL0605

Contacts | Property Info | File Status | Documents

Documents

Current Documents
Add Documents

Print	Doc Description	Type	Published Date	Published By
<input type="checkbox"/>	HUD Settlement Statement	Live	4/5/2006	Amanda

Back to Top

Add Documents

Document: Browse...

Description:

Add Document

Back to Top

Lobby | New Order | Tasks | Tutorial | Help | Logout

RQ Title & Escrow Solutions - 2745 North Dallas Parkway - Suite 210 - Plano, Texas - 75093

Done Local intranet

Start | \\rqdemo\ntsys\RQ\Trai... | Welcome to RQ Title & E... | Conference Room - Fil... | Paperless Closer Propert... | 9:08 AM

Conference Room for A File

- The “Documents” screen allows you to review and submit documents online
- Check the “Print” boxes to select docs to be printed
- Click “Print” to print documents

Summary of Capabilities

- View and submit all of your closing documents via a secure online connection wherever you have internet access
- 24 hours a day, 7 days a week access
- Real-time data exchange
- Fast, easy, secure



E-View

www.theclosingagent.com
407-425-2400