Web app guide for Real Estate Developers.

Contents

The purpose of this document

This user guide is intended for real estate developers (to invite potential mortgage borrower to apply for loan at property available for sale).
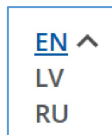
You can use application in every of these languages:

EN ^
LV
RU

. Use this menu (on the right side of application interface screen) to switch the interface language to option that suits you better.

Application have been tested with the latest versions of Google Chrome and Microsoft Edge Browsers. Application is designed for use with Mobile devices also.

Start

To start application, use https://loans.dmcbonds.com **link wi**th Internet browser. System should load start screen:
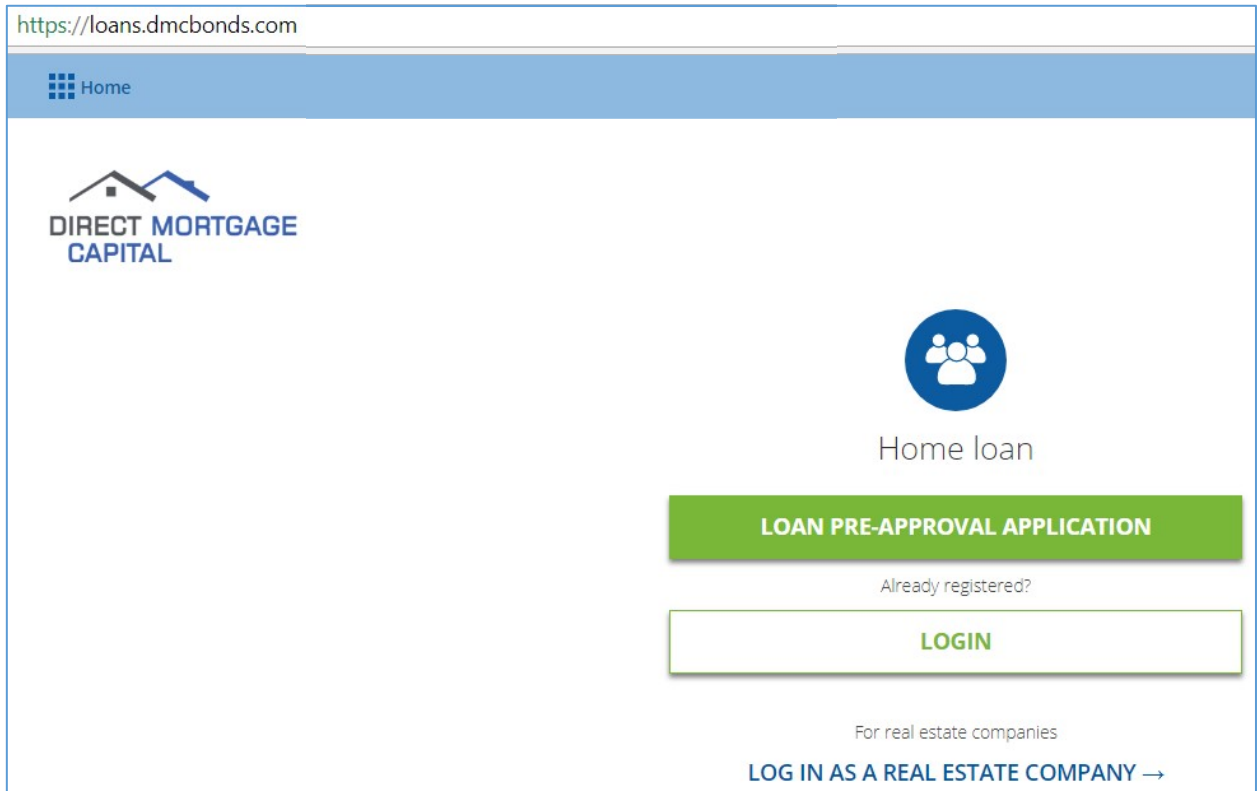
There are 3 options in the start screen:

- Create Loan pre-approval application and submit it (initialize pre-approval), using *step by step* wizard for new Customer/Borrower.
- Login as a Customer/Borrower, if user account had been created previously.
- Log in as a real estate company.

Note:
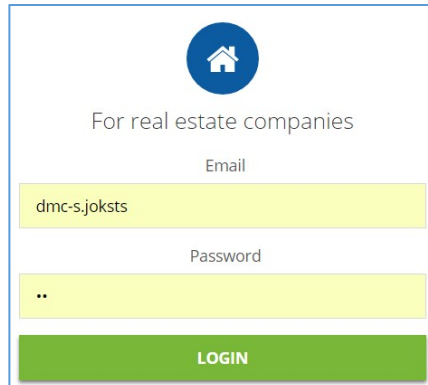

Clicking DMC logo [logo], hyperlink redirects you to start page, if you are not logged in. If you are logged in, hyperlink redirects you to your dashboard.
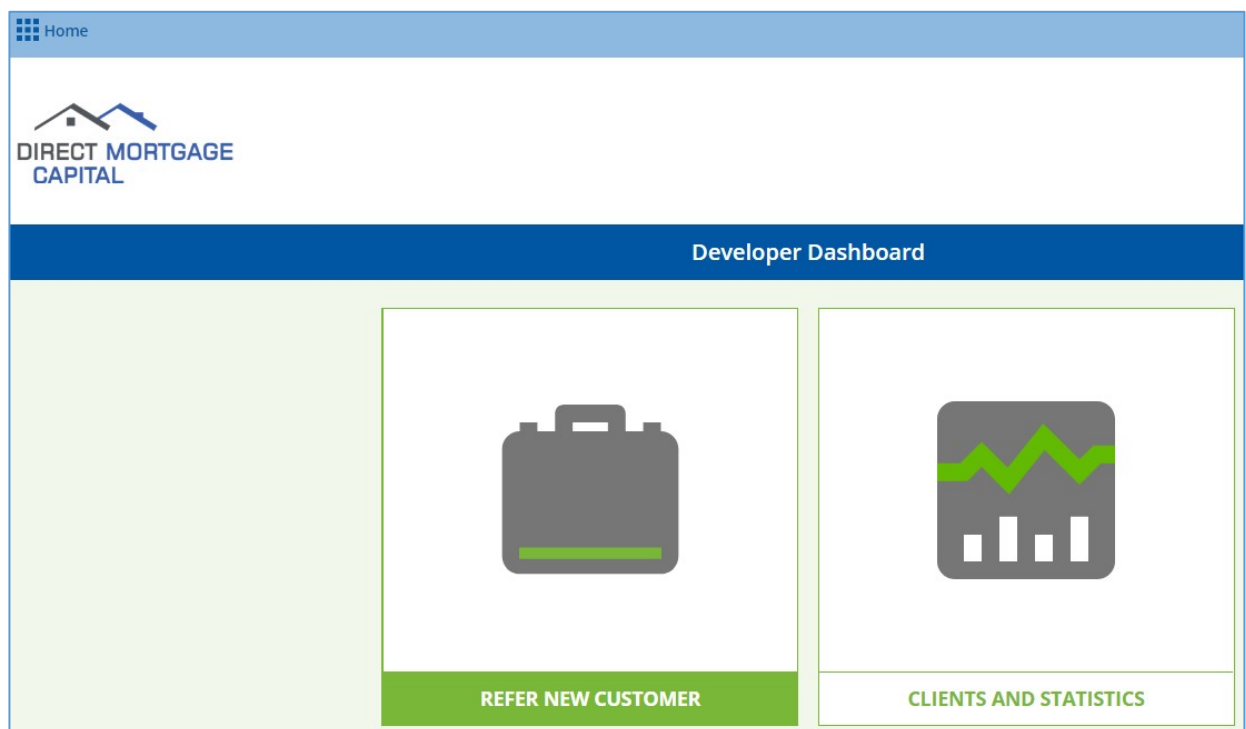
Logging as Real Estate company

If to choose this option, form like for Login option displays.

Enter your User name and Password assigned by DMC (as real estate developer) and once logged in, you will land on the **Dashboard Page.**

Note: Username and password are created and managed by DMC Support only.

There are 2 options; either Refer a New Customer or review your existing Clients and Statistics.

Note: You can return to Dashboard by clicking on Direct Mortgage Capital image.

Referring a new customer

To send an invitation to the web app for a Pre-Approval, you must enter First name, Last name, Email, Phone number and select Property from the drop-down list for the customer seeking a pre-approval. You can invite customer, using e-mail and/or SMS:

First name
Kaija

Last name
Sjomkāne

Phone

+371	29175462

Email
k.sjomkane@dmcbonds.com

Property

S.Family Detached, 102548 EUR on Briežu ▼

✓ Invite by e-mail

✓ Invite by SMS

INVITE NEW CUSTOMER

DMC will load all the information about partners' offers for using in the web app, so that property list will be displayed in drop-down box, if you prefer. Otherwise you can invite customer without indicating to any property. Then customer can enter information regarding property, he/she has found via other information channels.

Once the information is entered, just click Invite new customer button on the bottom of the page, to send the invitation. The Customer will receive an email and/or a short text message with a link attached to direct him to the loan pre-approval application first step (prefilled, if property of invitation has been selected by developer).

Hello Kaija Sjomkāne,

Sandijs Joksts has invited You to get Pre-Approval at Direct Mortgage Capital JSC.

Please join to the DMC by clicking on this link http://dmc-3.c4.lv/referral-confirm-invitation?token=3121fe8b0ed8a6c3140bf5d52c023ca789b191f6

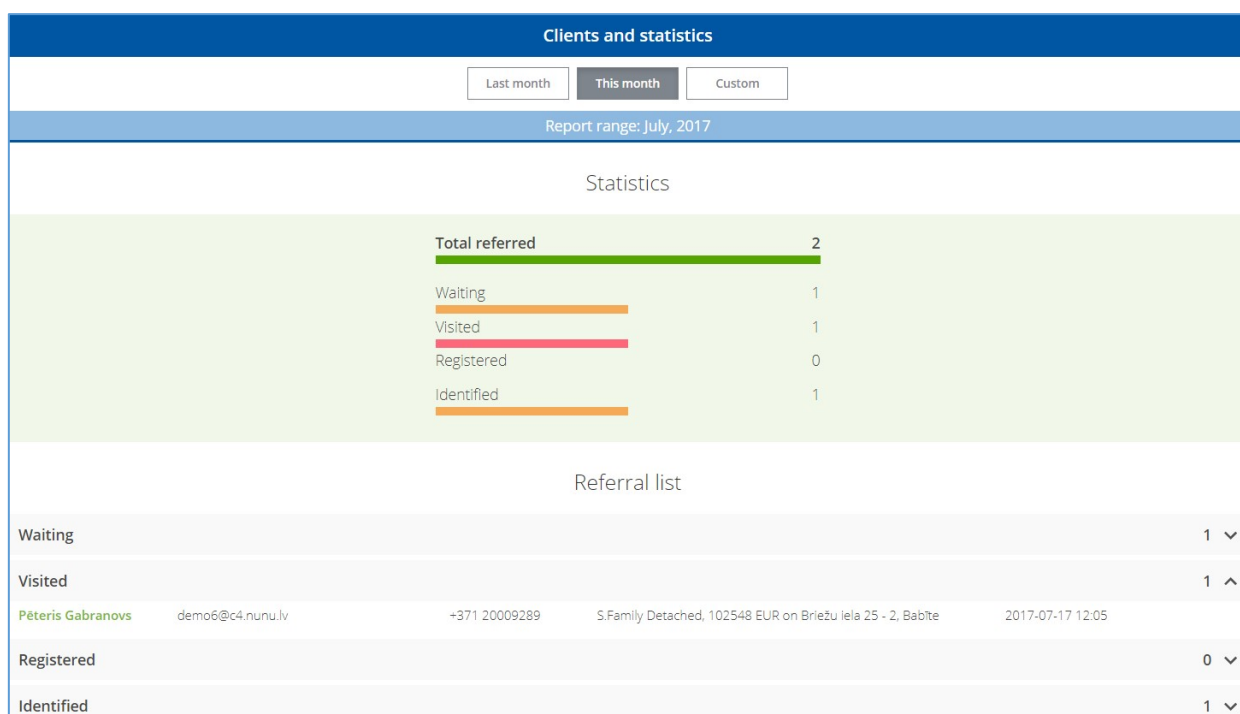If You have any question pls contact as at our website (see bellow).

Thank You!

Direct Mortgage Capital JSC
www.dmcbonds.com

Notes: List of properties can be changed by DMC support only. Please, look at page of contacts!

If Customer/Borrower is not sure about property, he/she will be able to choose several options – enter data of several properties by him/herself as well (manually), creating several applications.

Client and statistics list

You can review invitation(s) sent by you and learn about the status of them - view your referral activity.

Clients and statistics					
Last month	This month	Custom			
Report range: July, 2017					
Statistics					
Total referred				2	
Waiting				1	
Visited				1	
Registered				0	
Identified				1	
Referral list					
Waiting				1 ⌄	
Visited				1 ⌃	
Pēteris Gabranovs	demo6@c4.nunu.lv	+371 20009289	S.Family Detached, 102548 EUR on Briežu iela 25 - 2, Babīte	2017-07-17 12:05	
Registered				0 ⌄	
Identified				1 ⌄	

There are three buttons at the top of page to set the data range you want to review;

1. Last Month,
2. This Month,
3. Custom.

The Custom button allows you to select a Year and Month to see statistics on.

The next section is called **Statistics** and presents a bar graph with the following information:

- Total Referrals – the total number of referral invitation you have sent for the period selected.
- Waiting – the number of referrals sent, but the link not opened by the Customer.
- Visited – number of links, that are opened by referred Customers.
- Registered – number of Customers, who have opened the link and registered an account for loan pre-approval web site.
- Identified – This is the number of customers that have been authenticated at our web app, using their Internet bank login from and data transfer from our vendors have been initiated. So, they are eligible for a preliminary credit decision.

Below the Statistics section is a **Referral List** with a button ⌄ on the right side of the page for each title. When clicked on checkmark, the detailed listing of the Customers (creating the total number reported in the **Statics** section above) displays. If the referred customer performs no activities (*status waiting*), you can resend invitation her/him, using button Reinvite at the end of line (only for this status):

Referral list					
Waiting				1 ⌃	
Kaija Sjomkāne	k.sjomkane@dmcbonds.com	+371 29175462		2017-07-31 15:07	REINVITE

Form (like invitation form) opens. You can change channel used for invitation or use the same or both options for referring customer.

Our contacts

Address: Pulkveža Brieža 15, 5.flour,

Rīga, LV-1010

Phone number: +371 67869512

Email: support@dmcbonds.com