




# Welcome to Payer Express

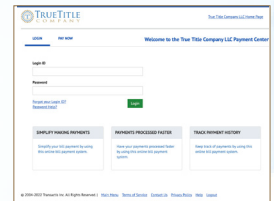
the secure and efficient way to transfer funds directly from your banking institution to the accounts at True Title Company, LLC

## Let's get started!

Click on payer express on the bottom of the home page of the website  You will immediately transfer to the secure portal hosted by our national bank.

When you reach the 1st screen, there are two options:

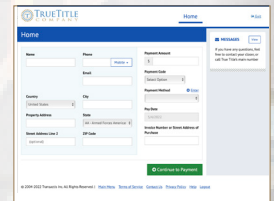
1. first time visitors, select "pay now," and enter your email address for your first or one-time transaction
2. returning visitors who have previously created a login can re-login for increased efficiency and tracking of their transactions.



1

At the 2nd screen - complete all information -

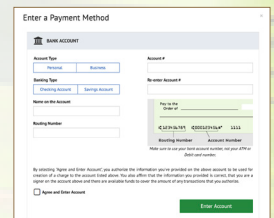
- name,
- current address,
- then the property address, file # or provided invoice number or the subject property under contract for purchase
- dollar amount
- under payment code you can select:
  1. **earnest money** - when you have entered into agreement and are submitting earnest money per contract.
  2. **invoice payment** - when true title has sent an invoice for work performed, such as a letter report or other project without an associated closing
  3. **other** - other reasons, per directions from your closer specific to your transaction



2

When clicking on payment method, it will present a new 3rd screen.

Enter your bank account information per the instructions presented, If you need additional support, please contact *your* personal bank.

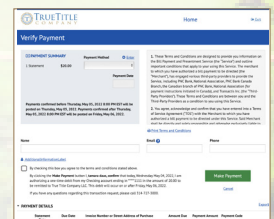


3

Next, on the 4th screen - verify payment - confirm that you want to proceed, review terms and conditions and check box to accept them, then select "make payment."

Watch for a confirmation email that your transaction has processed, please check your spam folder if it does not appear within 5 minutes.

If you will conduct repeat transactions with True Title Company, please set up an account at this time for efficiency of your ongoing use - it makes your life easier.



4

There, it's that easy!