

Portal Quick Start Guide

How to easily order Clear Capital's products using the Portal

The Portal is a one-stop-shop for all of Clear Capital's unmatched property data products and valuation services. Sign up to immediately begin ordering our proprietary Collateral Desktop Analysis (CDA[®]) report and/or ClearProp[™], our interactive property valuation tool.

This guide helps new users understand how to:

- Create an account and receive ten free ClearProp reports
- Order products
- Manage your CDA order
- How to use ClearProp
- View your orders
- Receive help

Create an account

- Navigate to **portal.clearcapital.com**
- 2 Select '**Start Free Trial**' from top right corner to create an account



Order Products

- 1 Enter a property address into the address search field to view basic information on the property and view all available products for the property.
- **2** Below the property details, you will see a list of available products for the property.
 - a. For ClearProp ordering, click the "**Buy Now**" button. If you have a free credit, you will receive the report immediately at no charge.
 - b. For CDA ordering, click the "**Buy Now**" button to access the order form.





Order Products (continued)

3 For CDA orders, we require a few additional company details. Fill out all the fields in the profile form and then click "**Continue**" to advance to your order details.

Fill out all the fields in the CDA order form with information pertaining to the loan. Upload your appraisal, select your turn-time, and add a Broker Generated Listing Report to your order.

5 Once you are satisfied with your order preferences, click "Place Order." You will be taken to your order page, where you can track the status of your order, place your order on hold, or request cancellation.

As we process your order, you can see your progress update on the order page in the Portal. You will be notified by email if we have a question about your order, if the order gets canceled, and when your order is delivered.





Cancel Conti

Complete your profile to continue

Personal Infor

Dwight

dwight.sch

Capital Clear

Theckout	Orde	r Another 🛞
Original Appraisal # Uplead File Maximum File Size 5MB	Collateral Desktop Analysis (CDM*) 10 Delivery by Jan 8, 202	2
Add Ons Broker Generated Listing Report ③	Includes © 2 Day Turn Time	
Delivery Options @	Total	\$9
Jun 6, 2022 Jun 6, 2022 0 2 Bankess Days \$90 Jun 8, 2022	I agree to Clear Cap and Privacy Policy	itals Terms of Service
Brument		
Invoice Email Payment Method Isuren.jpsum@clear.com VIII Ending in 1512	eut	



Manage your CDA Order

Keep track of and manage your CDA orders through the Portal. We provide an easy-to-use interface and tools to help you fully control your order.

Order Status Page

- Easily keep track of your order's progress
- View your loan and order details
- Download the original appraisal
- Place your order on hold
- Request a cancellation

ClearCapital Portal		Products	Orders		2 Credits Q ⑦ 🕒
operty Overview > CDA (Aug	14, 2022)				
ollateral Desktop A d 3 • Bath 4 • GLA 2,443 ft ² •	nalysis 2688 S Cami	no Real			Download ~
Order #5123512738 Placed July 20, 2022				Place on Ho	Id O Request Cancellaton
		F.			
		We have receiv	ved your order		
	Ceder Placed	We have receiv Estimated delivery date is	ved your order a Aug 18, 2022, SPM PST. Under Review	Report Delivered	
Loan Details	Order Placed	We have receiv Estimated delivery date is Appraiser Working	Aug 18, 2022, SPM PST.	Report Delivered	
Loan Details Loan #	Crear Placed	We have receiv Estimated delivery date is Appraser Working	red your order s Aug 18, 2022, SPM PST. Under Bevlew Order Details Order Tracking ID	Report Delivered	

Order Status Page

If you need to place your order on hold, simply click the "**Place on Hold**" button and enter a comment explaining why you'd like the order to be placed on hold.

You can also upload a document, like a replacement appraisal, to send along with your hold request.

	ZlearCapital Portal		Products	Orders		2 Credits	Q	0 0	
	Property Overview \Rightarrow CDA (Aug 14, Collateral Desktop Ana Bed 3 • Bath 4 • GLA 2,443 ft ² • Lo	2022) Iysis 2688 S Car t Size 10,890 ft ² • Built 196	nino Real	no Real			Download		
	Order #5123512738 Placed July 20, 2022				C Place o	m Hold 🛛 오 Red	juest Cani	cellaton	
			We have receive Estimated delivery date is	ed your order Aug 18, 2022, 5PM PST.					
		Order Placed	Appraiser Working	Under Review	Report Delivered				
Place On H	lold		×	Order Details Order Tracking ID	312312323				
Order will be r	not be processed till hold	l is released.		Tracking ID 1	512123				
Hold Reason				Tracking ID 2					
Please upda be corrupted	te "Capital" with "Clear o d, we have re-uploaded	Capital". Original it below.	file seems to						
Upload Appraisa	al (Optional) 004Chaspdf ×								
		Cancel	Place On Hold						

Once your order has been placed on hold, our team will process the request. If there are any changes we need to make to the order, we will do so and take the order off hold. If not, the order will remain on hold until you request its removal.



Manage your CDA Order (continued)

Removing a Hold on an Order

When your order is placed on hold, you can request that the hold be removed. Simply click the "**Request Hold Removal**" button. Our team will receive your request and remove the hold.



Request Cancellation

If you need to cancel an order for any reason, simply click the "**Request Cancellation**" button.

You will be prompted to supply a reason for cancellation before you submit your request. Our team will receive and review your request before canceling the order. You will receive an email confirming the cancellation of your order as well as a separate email with any applicable refund information.

		Products	Orders		2 Credits	Q	0	θ
Property Overview > CDA (Aug 14, 2022)								
Collateral Desktop Analysis Bed 3 • Bath 4 • GLA 2,443 ft ² • Lot Size 10	2688 S Camino),890 ft ^a • Built 1962	Real				De	ownload	I *
					_			_
Order #5123512738				Place on I	Hold 😵 Re	quest Ca	incellat	on
		We have receiv	ed your order					
	Esti	We have receive mated delivery date is	ed your order Aug 18, 2022, 5PM PST.					

Request Cancellation	ı	\times
Once approved, cancellatio	on details will be sent to your email.	
Cancellation Reason		
CDA no longer required.		
	Cancel Request Cancell	ation

Receiving your order

After your order has been delivered, you will receive an email notification with a link to the order. From there, you can view the order within the Portal and download the report in PDF format.





Manage your CDA Order (continued)

Request Revision

If there are any issues with your order and you'd like to request a revision, simply click the "**Request Revision**" button on the report page.

You will be prompted to provide a comment explaining the need for revision. You will also have the ability to upload a document to send along with the request.

🜌 Clear Capital Portol		Products	Orders	2.0	Credits Q 🕐 🔒
Property Overview > CDA (Collateral Desktop Bed 3 • Bath 4 • GLA 2,443 Report Order Details	Aug 14, 2022) • Analysis 2688 S Camino Re fr ² • Lot Size 10,890 fr ² • Built 1962	eal		Request Revision	Download Report
Image: section of the section of t	Collatoral Desktop A by Clearcased Parses of the Collared Desktop Analysis (of The Statement whether an additional interview are whether an additional interview are by Clearcased Parses of the Collared Desktop Analysis (of Clear the Statement of the Collared Desktop Analysis Clear the Collared Desktop Analysis C	Analysis DAJ/Aprilat Detkor arrande the wile on arrande the wile on arrande the wile on assegment the releven to processed to a polytopic of assegment to processed to a babout the relevent ital" with "CC	2688 SC Paim Sr Sector Astiguent Classics of the approximation of the	amino Real Ci nings, CA 92264 Ci e researching and adequated in assessment of Risk Long bar of the subject as of the of the subject as of the subject as of the subject as of the Report Date: Property ID: All States of the subject as of the subject as of the Property ID: All States of the subject as of the subject as of the subject as of the subject as of the subject as of the subject as of the subject as of the subject as	LND215141491 Loan Number Mediante dar of the main number station have(i) and them are and/of lang by 17,0022 20135787
	be corrupted, we ha	nal) spdf ×	Cancel	equest Revisi	ion

Our team will receive the request and if applicable, we will send it out to be revised. Once the revised report is ready, we will notify you via email notification and show the updated report in the Portal for you to review and download.

🜌 Clear Capital 🔌 Pro	perties > 1411 Secret Ravine Park > Collateral Desktop Analysis	Q Support 2 Credits Left 🕙
1411 Secret Ravi Bed 3 + Bath 4 + GLA 2,44 Report Order Details	ne Parkway Apt 124, Roseville, CA 95662 13 ft ^a + Lot Size 10,890 ft ^a + Built 1962	Request Revision Download Report I Image: Provide an Aug 21, 2022 Image: Provide an Aug 21, 2022 Image: Provide an Aug 21, 2022
	Collateral Desktop Analysis	2688 S Camino Real CLN0215141491 Palm Springs, CA 92264 Loan Number
	Purpose of the Collateral Dasktop Analysis (CDA)/Appraisal Dasktop Review To determine whether an additional review is warranted, the value occulated isothy any manual addinationate the endousy of the available of the appraisal rep; When populable, within the limited scope of the assignment, the review appraisal general import outer involve. Interded Use: The isoted outer involve.	Antigrament: off the approach and the stressment of this flow, apported, and to that nerve inversion of the stressment of this flow. Moderatic, or High, rer is to render an optimis of view of the subject as of the effective date of the interferended user(s) & emaining care Processers. Recardination bioun(s) and their of under review for use in ioon funding dat diligence, toon sale and/or ioon
Page 2	Sublast Address: 2688 S Camino Beal Palm Springs CA 92264	Client/Intervied Hear(e)- Client Name



How to use ClearProp

Learn the property and market

After the interactive report loads, explore the "**Subject**" tab. Select the "**Market**" tab to learn about the market and subject history.



Estimate a property value and save it to PDF

- Select the "Comparables" tab to identify similar properties
 - A. Use "**Filters**" to refine your comparable results
 - B. Select the checkbox next to the comparable(s) to use to estimate the property value.
- As you select comps, the estimated value calculates instantly When finished selecting comparables, "Export to PDF" in the upper right corner

abject	Comp	arables Market			2	bject Extension \$1,213,737 #7X Confidence Clear///d \$1,307,860 #7X Confidence
Q Shi	owing 103	I of 103 Corr 8 Filters V				Review Comparables (3)
elect	Rank	Address	Property Type	Status	Recen	Palm Springs Map Satellite
	5	2688 S Camino Real Paim Springs, CA 92264	Single Family	Off Market	\$1,0	
	1	2405 S Camino Real Paim Springs, CA 92254	Single Family	Sold	\$1,0	
	2	2719 Bonita Cir Pain Springs, CA 92264	Single Family	Sold	\$9	Monten Estates tat Botancal Garden
~	0	2006 S Kings Rd E Paim Springs, CA 92284	Single Family	Sold	\$0	p C p
	٩	2739 Bonita Cir Paim Springs, CA 92264	Single Family	Sold	\$1,1' :::	
	(5	290 E Santiago Way Paim Springs, CA 92264	Single Family	Sold	\$1,0	
	۲	2445 S Yosemite Dr Paim Springs, CA 92264	Single Family	Sold	\$1,3+	
	0	251 W Lilliana Dr Paim Springs, CA 92264	Single Family	Sold	\$1,8	
2	0	991 E La Jolla Rd Paim Springs, CA 92264	Single Family	Sold	\$8	indue Caryons
	0	500 E Bogert Tri	Single Family	Sold	\$1.3	-



View your orders

To view your current and past orders, navigate to the Home page and click the "**All Properties**" button.



You will see a list of all your orders. From here, you can easily download completed PDF reports or click on an item to view the order in full.

Properties					Order Clear
Address	Product	Ordered	Ordered By	Tracking ID	PDF
80782 Lake View Palm Springs, CA 92264	ClearProp	Oct 10, 2022	Esther Howard	78945612	<u>+</u>
7059 Farwell Park Santa Clara, CA, 95050	CDA	Oct 1, 2022	Cameron Williamson	12548963	<u>+</u>
Los Altos, CA, 94024	CDA	Sep 27, 2022	Devon Lane	11478963	<u>+</u>
26423 Stuart Pass San Jose, CA, 95116	ClearProp	Sep 10, 2022	Robert Fox	88966322	<u>+</u>
57 Superior Trail Los Gatos, CA, 95033	ClearProp	Sep 1, 2022	Bessie Cooper	36998745	<u>+</u>
977 Red Cloud Court Palm Springs, CA 92264	CDA	Aug 28, 2022	Wade Warren	41236988	<u>+</u>
0993 Novick Parkway Saratoga, CA, 95070	ClearProp	Aug 28, 2022	Guy Hawkins	78896541	*
800 Sunny Crossing Santa Clara, CA, 95050	ClearProp	Aug 7, 2022	Savannah Nguyen	32147896	<u>+</u>
488 Farwell Road San Jose, CA, 95126	ClearProp	Aug 3, 2022	Arlene McCoy	78963214	<u>+</u>
657 Lukken Court Morgan Hill, CA, 95037	ClearProp	July 29, 2022	Dianne Russell	69877410	<u>+</u>
47 Russell Junction San Jose, CA, 95134	ClearProp	July 14, 2022	Jerome Bell	95715328	*
73 Carey Drive	ClearProp	lub: 1, 2022	Dalah Edwarda	20165400	



Receive Help

Go to support.clearcapital.com to find self-help resources. Select "**Get Help**" and fill out the contact form. Our support team will respond to you shortly.

Call our support line at 530.550.2500 (option 2) during our business hours, M-F, 6 am – 6 pm PT.

To learn more about Clear Capital products, visit **clearcapital.com**.

About Us

Clear Capital is a national real estate valuation technology company with a simple purpose: to build confidence in real estate decisions to strengthen communities and improve lives.

Our goal is to provide customers with a complete understanding of every U.S. property through our field valuation services and analytics tools, and improve their workflows with our platform technologies. Our commitment to excellence – wherever it leads, whatever it takes[®] – is embodied by more than 1,400 team members across four brands (Clear Capital, Clario[™], CubiCasa[™], and REO Network[®]) and has remained steadfast since our first order in 2001.

© 2022 ClearCapital.com, Inc. Clear Capital[®], the Clear Capital logo, and other trademarks of ClearCapital.com, Inc. included herein are the property of ClearCapital.com, Inc. or its subsidiaries. All rights reserved.