

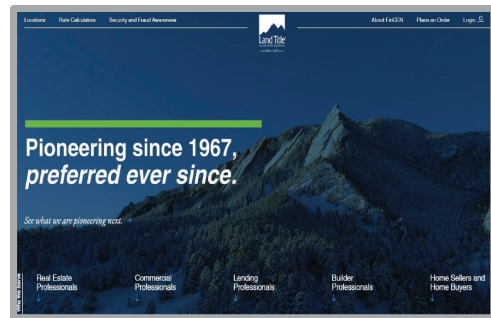


How to Log In and Navigate Our CUSTOMER PORTAL

Land Title offers a secure transaction portal experience for both customers and consumers. The portal is a safe, private hub for details related to your transaction with Land Title, including the ability to view relevant documents, check order status and see specifics about scheduled closings or signings. Further, the transaction portal houses our wiring instructions, providing safe access to view this sensitive information.

Step ONE:

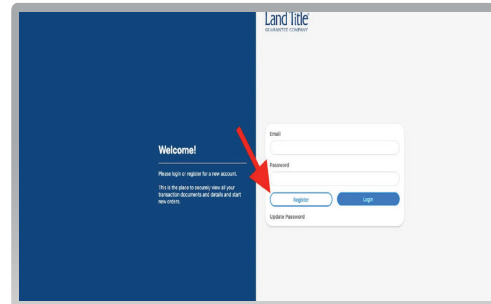
Visit ltgc.com and click on “login” (located top right hand corner on the website).



Step TWO:

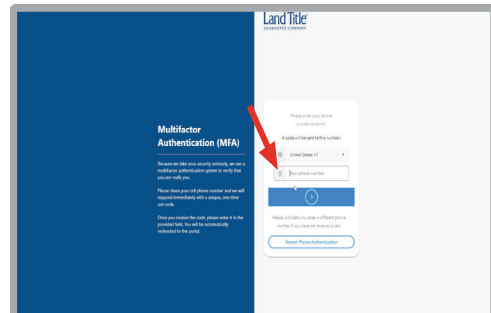
Create a new registration by entering your email and a password of your choice and then clicking “register.”

If you already registered, click “Login” instead of “Register” to sign in.



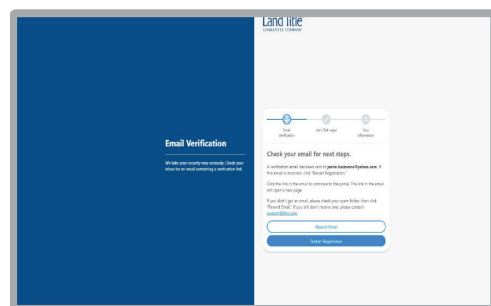
Step THREE:

Next, you will be asked to enter a cell phone number in order to receive a code for multifactor authentication. Your cell phone number will be kept on record as part of your profile identification. Then, you will receive a text with a unique, one-time code in order to login.



Step FOUR:

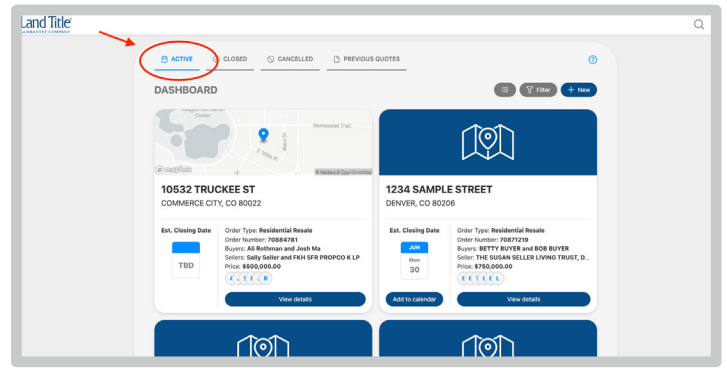
After entering the code that was sent to your phone, you will receive an email verification link sent to the email you used when registering. This link will redirect you to the portal.



Navigating the Portal:

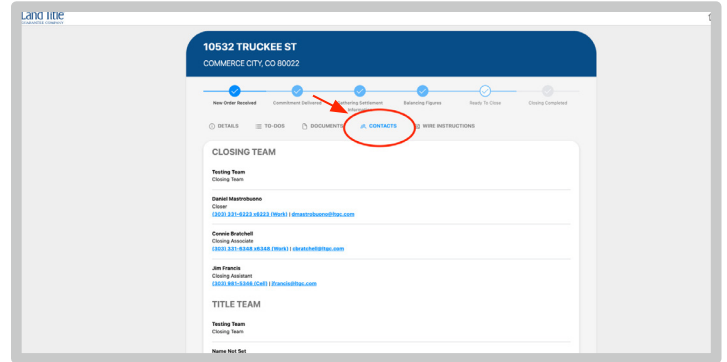
Once you are logged into the portal, your current transaction will show up under the “active” tab. If you have had other transactions with Land Title, they will show up under “closed” or “cancelled.”

If you do not see your transaction listed, please ensure that you logged in using the email associated with your transaction.



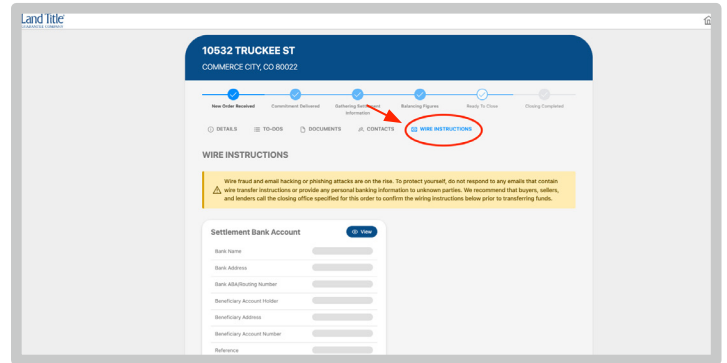
Contacts:

The names and contact information for the transaction are located under the “contacts” tab.



Wiring Instructions:

Located under the “wiring instructions” tab, are the wiring instructions for Land Title. If you need to provide funds for your closing, please use this given information. Our wiring instructions will never change.



Uploading Documents:

Look for the Documents tab and click on it. Once there, look for the “Upload” button on the right side which will prompt you to select which documents you want to upload into the portal. In particular, this is where buyers and sellers can safely upload their IDs.

