



CONNEXIONS ACCESS

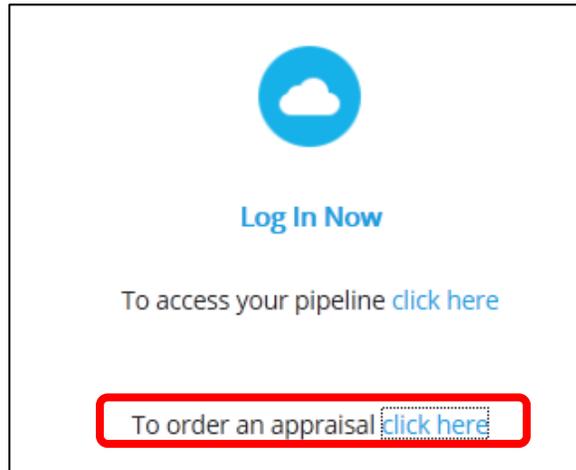
Quick Reference Guide

Castle Mortgage Corporation (CMC) has partnered with Connexions to automate and control the ordering and delivery of all property appraisals. Appraisals must be ordered directly through the co-branded [CMC/Connexions website](#). This Quick Reference Guide provides instructions for obtaining a user login/password. Refer to the "[Appraisal Request Procedure](#)" under the "Resources" tab in the "Procedures" section of the [CMC website](#) for additional information.

1

Go to co-branded Castle Mortgage Corporation/Connexions website

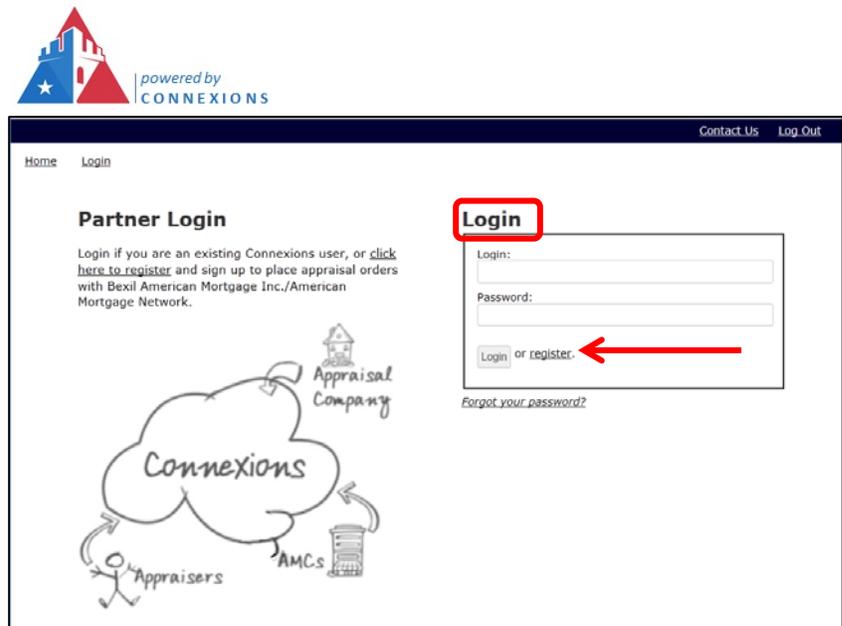
Select the "Click here" link under the "Log In Now" section (lower middle area of "Home" page) on the CMC website.



2

Select Register

Under the "Login" box on the website, select "register" to establish a new user account





<p style="font-size: 2em; font-weight: bold; color: #0070C0;">3</p>	<p>Register by filling out registration form</p> <p>Complete the following fields</p> <p>NOTE: All fields are mandatory.</p> <ul style="list-style-type: none"> • Use email as “New Login” • Create password at least 5 characters in length • Enter Name (First and Last) • Enter Company • Enter Phone Number • Enter Email that was used as the “New Login” • Re-Enter Email address • Enter the “Registration Key”: CastleWH • Select “Sign Up” 	<div style="border: 2px solid red; padding: 5px;"> <p>Register:</p> <p>Please fill out all of the fields below; they are all mandatory.</p> <p>New Login: (Must be at least 5 characters) <input type="text"/></p> <p>Password: (Must be at least 5 characters) <input type="password"/></p> <p>Retype Password: <input type="password"/></p> <p>First Name: <input type="text"/></p> <p>Last Name: <input type="text"/></p> <p>Company: <input type="text"/></p> <p>Phone Number: <input type="text"/></p> <p>Email: <input type="text"/></p> <p>Retype Email: <input type="text"/></p> <p>Registration Key: <input type="text"/></p> <p>Sign Up! ←</p> </div>		
<p style="font-size: 2em; font-weight: bold; color: #0070C0;">4</p>	<p>Confirmation screen</p> <p>You will be taken to a confirmation screen acknowledging that the registration was successful.</p> <p>NOTE: This screen references a Confirmation Email; however, the user may access the co-branded site immediately upon reaching this screen.</p>	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: right;">Contact Us Log Out</p> <p>Home Login</p> <p>Your account has been created!</p> <p>We were successfully able to add this lender into your account!</p> <p>If you do not receive your email with your username, please contact customer service at cmcappraisals@castlemortgage.com or call us at (205) 380-7015.</p> <p>You can login at https://bexilamerican.inhouseusa.com/tandem/login/.</p> </div>		
<p style="font-size: 2em; font-weight: bold; color: #0070C0;">5</p>	<p>User Manual and Recorded Training Video</p> <p>On the Dashboard links to both a User Manual and recorded training video are available. These tools walk the user through appraisal ordering process on the Connexions website.</p>	<div style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">RESOURCES:</p> <p style="text-align: center;">Connexions User Manual Connexions Video Learning Channel</p> <p style="text-align: center;">Fee Sheets:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Bexil American Mortgage</p> <p>American Mortgage Network</p> <p>ACT Appraisal Fees</p> <p>AMS Fees</p> <p>AMS Fees</p> <p>Streetlinks Fees</p> <p>Tidexx Fees</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Castle Mortgage</p> <p>ACT Appraisal Fees</p> <p>LVP Fees</p> </td> </tr> </table> <p style="text-align: center;">RECONSIDERATION OF VALUE FORMS*:</p> <p style="text-align: center;">ACT Appraisal</p> <p style="text-align: center;">AMS</p> <p style="text-align: center;">AMS</p> <p style="text-align: center;">LVP</p> <p style="text-align: center;">Streetlinks</p> <p style="text-align: center;">Tidexx</p> <p style="font-size: 0.8em;">*Please send BOV forms directly to the applicable Appraisal Coordination Team (Bexil American Mortgage/American Mortgage Network or Castle Mortgage Corporation)</p> <p>ANNOUNCEMENTS:</p> </div>	<p>Bexil American Mortgage</p> <p>American Mortgage Network</p> <p>ACT Appraisal Fees</p> <p>AMS Fees</p> <p>AMS Fees</p> <p>Streetlinks Fees</p> <p>Tidexx Fees</p>	<p>Castle Mortgage</p> <p>ACT Appraisal Fees</p> <p>LVP Fees</p>
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	<p>Need additional assistance?</p> <p>Contact the Appraisals Department at cmcappraisals@castlemortgage.com.</p>			