



Advantage Credit
Credit Reporting Services

Landlords and Agents Guide to ApplyConnect

800-288-4747 Opt. 7
contactus@applyconnect.com



Landlords and Agents ApplyConnect Guide

Creating an Account

Go to www.ApplyConnect.com and click the **Get Connected** button.

In order to register, you must provide:

1. Name
2. Email Address (used to login)
3. Current residency address
4. Date of Birth and Phone Number
5. Select Renter, Landlord or Agent
6. A password to login with.
 - 8 characters minimum length, and;
 - Any 3-combination of: Uppercase, lowercase letters, numbers, and symbols.
7. Pick from the available security questions and provide a secret answer.
8. Agree to the Terms and Conditions and click the **Register & Begin Ordering** button.

Registration (The fields in red are required.)

Your First Name	M.I.	Your Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company (if applicable)		
<input type="text"/>		
Email	Confirm Email	
<input type="text"/>	<input type="text"/>	
Your Home Address	Your City	
<input type="text"/>	<input type="text"/>	
Your State	Your Zip	
<input type="text"/>	<input type="text"/>	
Date of Birth MM/DD/YYYY	Day Time Phone	
<input type="text"/>	<input type="text"/>	
I am a		
<input type="radio"/> Landlord		
<input type="radio"/> Real Estate Agent		
<input type="radio"/> Renter		
Password	Confirm Password	
<input type="text"/>	<input type="text"/>	
Security Question		
<input type="text" value="In what city was your first elementary school?"/>		

Confirming your Identity:

Now that you have created your account, you will need to verify your identity. On your dashboard click the **Confirm Your Identity** button.

- In order to verify your identity, you must confirm that the information provided at the registration page is correct.
- Click **Continue to Terms** then you will be asked to provide your social security number. Landlords and Agents have the option to not provide it, however if Experian cannot locate your credit profile, then a social will be required to proceed further.

If you have a credit monitoring service or have your credit frozen, it may not allow you to pull your credit profile.

Only 3 Steps to Go

1. Verify Your Information **2. Agree To Terms** **3. Confirm Your Identity**

Your personal information, including your current home address, is required in order for us to verify your identity against your personal information. This verification will not negatively impact your credit report. All of the information you provide will be transferred through a private and secure connection.

1. Please verify that the information you provided is accurate.

First Name	<input type="text"/>
Middle Initial	<input type="text"/>
Last Name	<input type="text"/>
Home Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text" value="---Choose one--"/>
Zip	<input type="text"/>
Date of Birth	<input type="text"/>
Agent	<input type="text"/>

Continue to Terms

Out of Wallet Questions

Once Experian has located the credit profile, it will generate a series of 4 out of wallet questions based on the information on the profile. Once these questions have been answered correctly, you will be ready to start sending out invitations.

This is not running your credit report, it is simply generating questions to authenticate your identity.

Only 1 Step to Go!



Your personal information, including your current home address, is required in order for us to verify your identity against your personal information. This verification will not negatively impact your credit report. All of the information you provide will be transferred through a private and secure connection.

3. Please answer the following questions about your credit profile.

Question #1

* You may have opened an auto loan or auto lease in or around August 2013. Please select the dollar amount range in which your monthly auto loan or lease payment falls. If you have not had an auto loan or lease with any of these amount ranges now or in the past, please select 'NONE OF THE ABOVE/DOES NOT APPLY'.

- \$265 - \$364
- \$365 - \$464
- \$465 - \$564
- \$565 - \$664
- NONE OF THE ABOVE/DOES NOT APPLY

Question #2

* I was born within a year or on the year of the date below.

- 1953
- 1956
- 1959
- 1962
- NONE OF THE ABOVE/DOES NOT APPLY

Sending Invitation

Now that your identity is confirmed, you can invite the applicant.

Click the **New Applicant** button on your Landlord/Agent Dashboard.

- Enter the Applicants name, email address, any possible co-applicants, and the property they might be interested in.
- Agree to the terms and then click "Send Invitation."

Your invitation is now on its way!

Home New Applicant Pending Invitations My AC Links Help & Resources

Send Your Applicant An Invitation!

To receive a tenant screening report that includes Experian Credit, a Vantage Score, a Nationwide Criminal Scan, and a Nationwide Eviction Search please fill out your applicant's information. Once submitted, your applicant will be contacted by email to purchase and share their complete tenant screening report for your rental.



Applicant's Name

Applicant's Email

+ Add Co-Applicant

Property Address

Message

I would like to view your credit report using ApplyConnect. Please follow the instructions provided to begin applying for your new home!

I certify that my access to the above-named person's tenant screening report will be used solely for the purpose of RENTING/LEASING A PROPERTY initiated by the consumer under the Fair Credit Reporting Act.

Send Invitation

Receiving Invitation

Your applicant will receive an invitation in their email. In that invitation will be a unique link that directs them to create an account. They will be required to enter their name, address and social security number so that they can receive out of wallet questions to authenticate their identity. Once they have answered these questions, they will then have multiple ways to pay for this report such as Paypal, Visa or Master Card. Once payment has been made, a report will be generated. Once the applicant views the report, they are able to click “Share Report” and it will now be viewable on your Landlord/Agent dashboard.

How to Read Report

If you need help reading a report that has been sent to you, please use this link.

<https://www.applyconnect.com/resources/ApplyConnect-Sample-Report.pdf>

Creating ApplyConnect Links

Is sending an invitation to one applicant at a time too time consuming?

ApplyConnect lets you create links so that you can send email blasts to multiple

New Applicant Pending Invitations **My AC Links** Help & Resources

My ApplyConnect Link

Save time by generating an ApplyConnect web link that you may place in rental advertisements, listing sites and your website thus eliminating the need to send a new invitation to each prospective renter. This is a completely FREE benefit!

How does it work?

Landlords and Agents who have been authenticated with the out-of-wallet questions, simply enter the rental property address. ApplyConnect will generate a unique URL that is now associated with you and the rental property. Now you can place that URL in online advertisements as an Apply Now feature. This streamlines the rental process so your vacancies are filled quickly and is a Completely Free service!

Create an ApplyConnect Link

Property Address

I certify I intend to advertise my unique ApplyConnect URL link to access prospective renters's tenant screening reports for the sole purpose of RENTING/LEASING this PROPERTY initiated by the consumer under the Fair Credit Reporting Act

Create Link

prospective applicants, or maybe you would like to post a link on your website, social media, etc. Simply click the **My AC Links** on your Landlord or Agent dashboard. Click the **Create an ApplyConnect Link** button and enter the property address and click the agreement check box. Then proceed to click **Create Link**

Managing ApplyConnect Links

Now that you have created the ApplyConnect link, you are able to manage all of the links you might have created. Simply copy and paste the generated URL and plug it in to your choosing. It is that easy!

My ApplyConnect Link

Save time by generating an ApplyConnect web link that you may place in rental advertisements, listing sites and your website thus eliminating the need to send a new invitation to each prospective renter. This is a completely FREE benefit!

How does it work?

Landlords and Agents who have been authenticated with the out-of-wallet questions, simply enter the rental property address. ApplyConnect will generate a unique URL that is now associated with you and the rental property. Now you can place that URL in online advertisements as an Apply Now feature. This streamlines the rental process so your vacancies are filled quickly and is a Completely Free service!

Create an ApplyConnect Link **View My Existing Links**

Property Address	ApplyConnect URL	Actions
123 Main St	https://www.applyconnect.com/property-links/respond/3a24e8d149f014ce6e30d1489c06a5bc	Copy Delete

* When testing your URL, first log out of ApplyConnect.