LauraMac Sellside Account (Sub-tenant) Setup Guide

Summary

The steps outline the process for seller (sub-tenant) configuration within LoanNEX. The process is only for new seller companies. There are no additional steps for configuration of individual seller users within LoanNEX.

Note: LoanNEX can set up sellers in batch and return GUIDs to Client in batch if needed.

Request New Seller (Sub-tenant) Account GUID

1. Client sends email request to support@loannex.com requesting a new seller (or sellers) be setup
2. Included in request:
    1. Seller Name
    2. Environment (PROD, UAT, Demo, etc.)
3. Subject of email should include **New LauraMac Seller Request**
4. LoanNEX will configure seller, and send GUID back to Client within 1 business day
5. Client to configure seller GUID within LauraMac
6. Done!