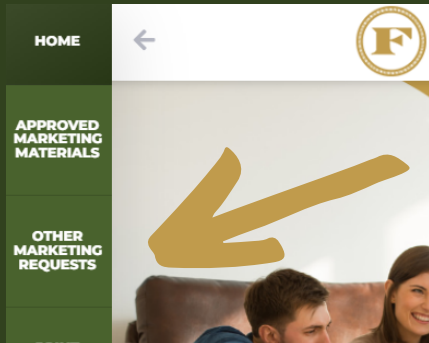


# REQUESTING ALL OTHER MARKETING MATERIALS

1



From the home page, click on "Other Marketing Requests." This section is where you will go to request any other marketing materials. Examples of what you can request includes business cards, yard signs, advertisements, and more!

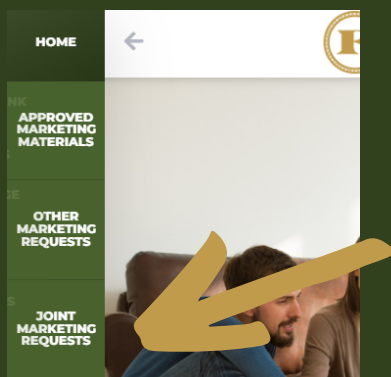
2

A screenshot of the 'Other Marketing Requests' form. The form has a white background and a grey border. It contains the following fields: 'Select MLO \*' with a dropdown menu, 'Brand \*' with a dropdown menu, and 'Select your Sales Manager \*' with a dropdown menu. Below these fields is a section titled 'Material(s) Requested \*' with the text 'Please be specific with your request. Please let us know any other helpful information.'

After clicking on "Other Marketing Requests," you will see this form. Fill out the required sections and please be as specific as possible! Being specific will help your request move along quicker. After filling out the form, hit "submit" and it will be sent to the marketing team to get started.

# JOINT MARKETING REQUESTS

1



From the home page, click on "Joint Marketing Requests." This section is where you will go to get approval of joint marketing. It is required to get approval from our compliance team before finalizing joint marketing.

2

A screenshot of the 'Joint Marketing Form'. The form has a white background and a grey border. It contains the following fields: 'Select MLO \*' with a dropdown menu and 'Brand \*' with a dropdown menu.

This tab will bring you to the Joint Marketing form. Please fill this form out and hit "Submit" when finished. This will be sent to compliance for approval. From there you will be emailed with approval or denial.