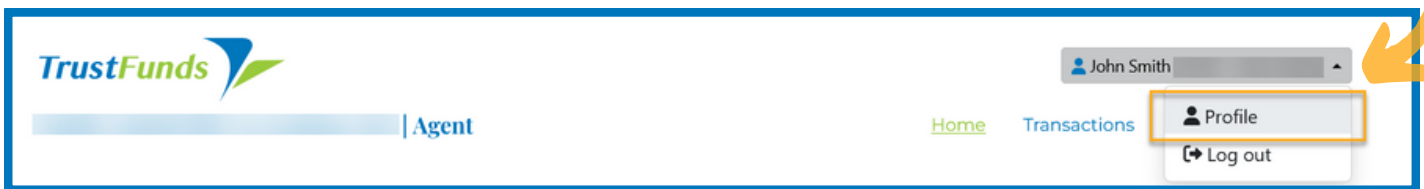


# Personal Profile Settings

TrustFunds offers a variety of ways to manage and personalize your electronic earnest money experience.

## 4 Simple Steps for Managing Profile Settings

Did you know you already have a TrustFunds account? There's no need to register. Access your account, by clicking on the TrustFunds link on your MLS homepage. Click the profile icon in the upper right corner of your account screen to access the profile page.



1

### Profile Information - Add a Profile Photo

By updating your personal profile with a photo, the communication to the buyer is branded with your photo and contact information. This allows the buyer to easily see the email request is coming from their agent.

### Personal Profile

Profile Information >	1
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2

### Set-up Notifications

TrustFunds allows you to manage email notifications regarding changes in Earnest Money status for both the Buyer's and Listing transactions.

3

### Teams Set-up

You have the ability to add Team Members who can act on the your behalf. All team members have the ability to view transactions in the Transaction Table.

4

### Convenience Fee Settings

TrustFunds gives you the ability to add an account, if want to pay the convenience fee.