

TCs and Assistants can work in users zipForm accounts when invited by the user. This guide details the features and functions available to TCs and Assistants when working inside a user's zipForm account.

Create Password and Login	
<b>1.</b> In your email account, click to open the invitation sent to you by the user.	Compose Compose do-not-reply-zipfor. Transactions (zipForm Edition) Password/Account Set Up - Transactions
<ol> <li>IMPORTANT: Make note of your username in the body of the email as you'll need this to log into zipForm.</li> <li>Click the link labeled '<u>click here</u>' to set your password.</li> </ol>	Transactions (zipForm Edition) Password/Account Set up         Up         Welcome to Transactions (zipForm Edition)! Let's finish setting up your account.         Dear Jill Coordinator.         Ur Transactions (zipForm Edition) account for you as a Transaction Coordinator.         Your Transactions (zipForm Edition) username is: JillTC         To create a password for your Transactions (zipForm Edition) account for you as a Transaction (zipForm Edition) username is: JillTC         To create a password for your Transactions (zipForm Edition) account for the following link into your browser:         Thps://www.zipformplus.com/default.aspx?zfreset=1&set=1&set=1&set         VIZONIRGe8xXcsf4TROSVHHTIOHwq38uQ%3d%3d         Please note: You will need your username and password each time you sign in to your Transactions (zipForm Edition) account:         Thank you,         Your Lone Wolf Technologies Team         Thank you,         Your Lone Wolf Technologies to suilable 2477 at https://www.ziplogix.com/support For information on Lone Wolf Technologies's suile of products and services for real estate professionals, please visit http://www.ziplogix.com         Please do not reply, this email address is not monitored.
4. Click on the Two-Factor Authentication popup window to continue.	Two-Factor Authentication         Please choose one of the options below to receive instructions for how to create a new password.            • E-mail         • Mobile number          No validated Mobile number exists in this account.            • Cancel ×         • Next >

## zipForm: TC/Assistant Guide – Help At-A-Glance



5. Type the code that you received in your email, then click <sup>Validate ✓</sup> to continue.	Two-Factor Authentication         A code was sent to the registered email. Please enter the code below within 10 minutes to validate your email.         Image: transmission of the transmission of tra
<ul> <li>6. Type a password for your account then type the password a second time to confirm.</li> <li>7. Click Set Password to set your password and proceed to the login screen.</li> </ul>	Set Password for your account. Password must be between 8 and 25 characters in length. Strong Password Suggestions: Have at least one number and one letter Have a mix of uppercase and lowercase characters Have one special character Do not use a commonly used password such as 'qwerty' or 'password' New Password Confirm Password Set Password
<ul> <li>8. On the login screen, type your username and password.</li> <li>9. Click Sign In</li> <li>NOTE: In the future, you will go to www.zipformplus.com to login.</li> </ul>	Enter your username and password     Juric     Sign In   Crosot username   Forgot password No account? Create one!
You can now manage the user's transactions from your account. <b>TIP:</b> Hover your mouse over the photo in the top right corner to view your account information.	Image: Burger of State