



TEACHERS MUTUAL BANK LIMITED



PropertyHub User Guide

VERSION 3 2021

USER GUIDE



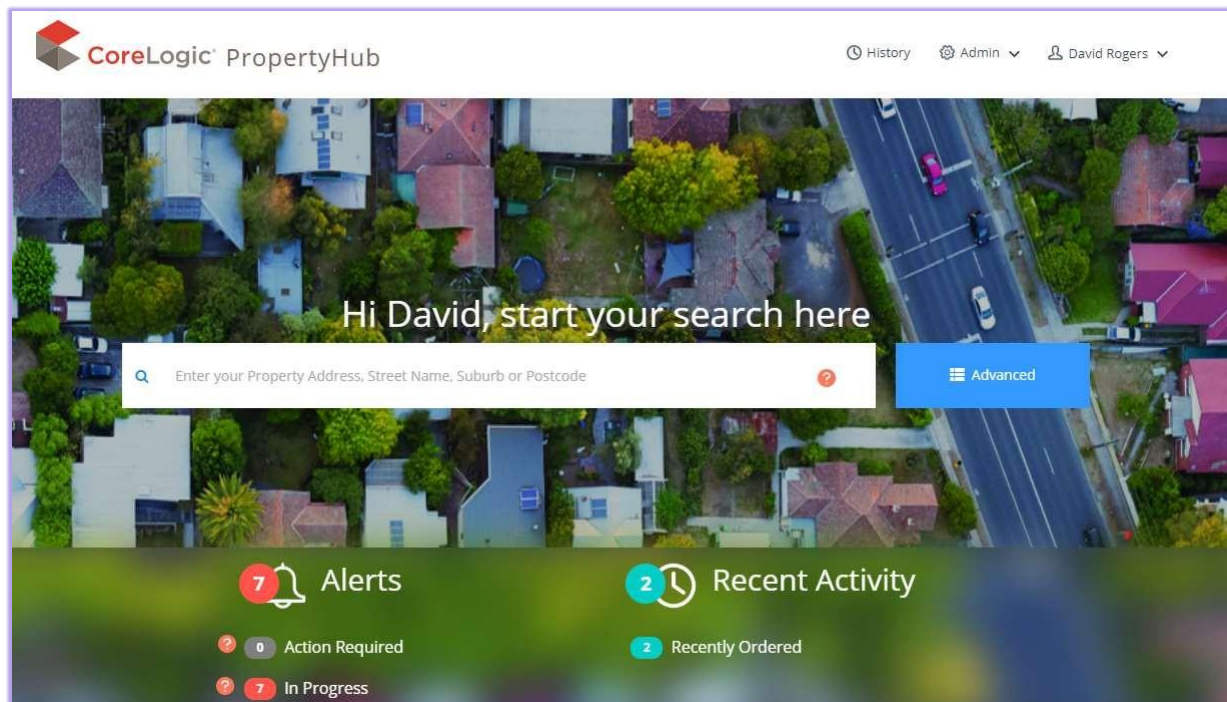
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Purpose

This document has been released to coincide with the release of the newly redeveloped PropertyHub and is intended to be used as a quick reference user guide.

The major drive for the redevelopment of the PropertyHub platform is creating a Broker centric, central portal for all mortgage originations, to all lenders across the country. The new site continues to provide all users with property valuation ordering, whilst allowing RPP subscribers to leverage their property data analytics and insights all in one central location.

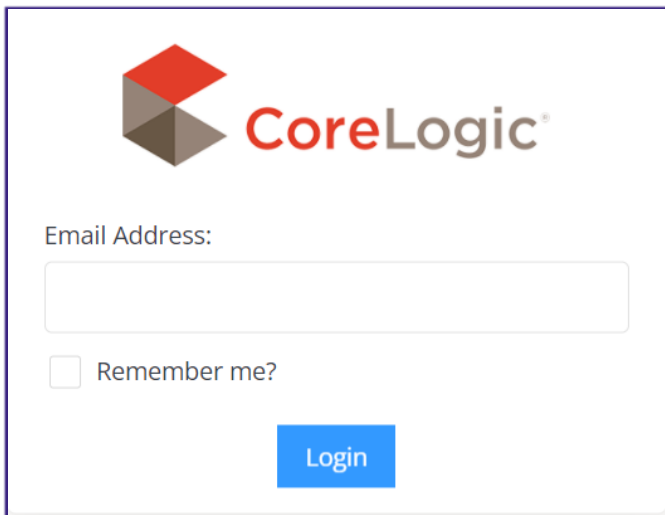


Accessing PropertyHub

Login

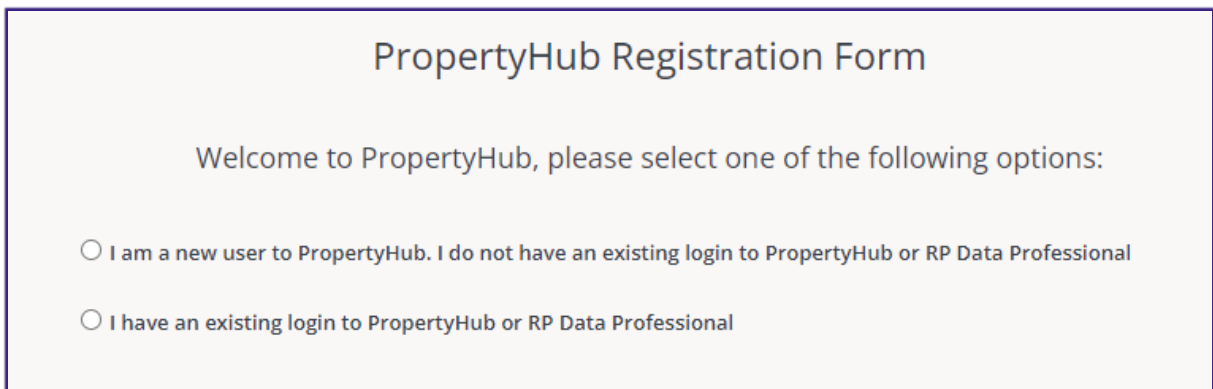
<https://propertyhub.corelogic.asia/>

The first screen you will see when landing on the PropertyHub website is a small window asking for your email address. After you type in your email address, the website will check to see if you have an RPP subscription associated with that address.



If you **do** have an RPP Subscription, you will be diverted to the login screen.

If you **do not** have an RPP Subscription, you will be diverted to the registration screen, and you can create a new PropertyHub user profile.



RPP Subscribers

Using your existing RPP Username and Password you can log into the new PropertyHub platform. If you can't remember what your RPP login credentials are, you can use the 'forgot your username or password' option.

PropertyHub Registration Form

Welcome to PropertyHub, please select one of the following options:

☐ I am a new user to PropertyHub. I do not have an existing login to PropertyHub or RP Data Professional

☒ I have an existing login to PropertyHub or RP Data Professional

Please login with your existing details below to get access to PropertyHub

* denotes mandatory field

Region:

Email:

Username:

NON RPP Subscribers

If you do not have an existing RPP subscription, you will be prompted to create a new PropertyHub user profile.

PropertyHub Registration Form

Welcome to PropertyHub, please select one of the following options:

☒ I am a new user to PropertyHub. I do not have an existing login to PropertyHub or RP Data Professional

☐ I have an existing login to PropertyHub or RP Data Professional

Please fill out the details below to create a new login for PropertyHub

* denotes mandatory field

Region:	AU	
Title:	Title (Optional)	
First Name:	First Name	*
Last Name:	Last Name	*
Mobile Number:	Mobile Number (Optional)	
Phone Number:	Phone Number (Optional)	
Fax Number:	Fax Number (Optional)	
Email:	Email	*
Username:	Username	*
Password: ⓘ	Password	*
Confirm Password:	Confirm Password	*

Submit

Term and Conditions

When accessing the site for the first time, the terms and conditions are presented for your acceptance. These are the conditions CoreLogic provide for accessing the site. Please read carefully the terms and accept at the bottom of the page.

An aggregator selection question will then appear. If you do not have an aggregator association, or your institution does not appear in the drop down box, the popup box can be closed.

PropertyHub Terms

PropertyHub Terms.pdf

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96%

1

2

PropertyHub Terms

- The PropertyHub Platform is operated:
 - in New Zealand, by CoreLogic NZ Limited (NZCN 1121)
 - in Australia by RP Data Pty Limited, trading as CoreLo 171)
- Acceptance of these Terms by a Customer will form a legally Customer and:
 - if the Customer is accessing the PropertyHub Platform Limited (NZCN 1129102); or
 - if the Customer is accessing the PropertyHub Platform Limited, trading as CoreLogic Asia Pacific (ABN 67 08' (in each case, **CoreLogic, us, our or we**).

INTRODUCTION

- These Terms govern your access to and use of the PropertyHub Platform you agree to be bound to
- If you wish to use the PropertyHub Platform and order any Reports, you must complete the registration process on the PropertyHub Platform. This will involve accepting these Terms and complying with any other applicable approval, automatically contained in the registration process.
- Subject to clause 6 below, if you order Reports via the PropertyHub Platform, you will be required to accept Report specific terms applicable to your order. Report Specific Terms will be provided at the time you order.

☐ I accept the [PropertyHub Terms](#), [RPP Terms](#) and [CoreLogic's Privacy Policy](#).

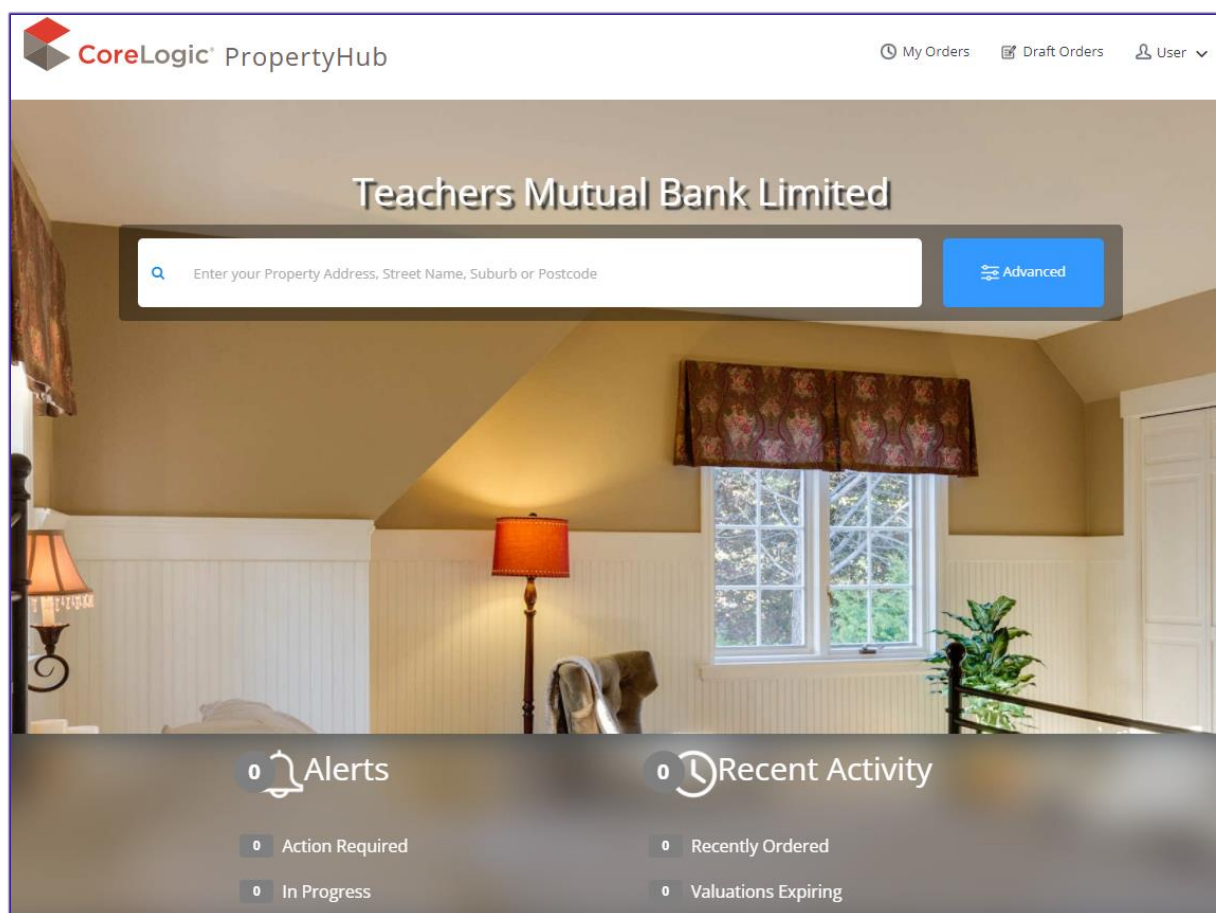
Cancel

Submit

Ordering a Valuation

Address Selection

After typing in your required property address, you will land on the property information screen. This screen will display different information to users who have an RPP subscription, compared to users who do not have an RPP subscription.



For users who have an RPP subscription the PropertyHub now displays extensive readily-available information on the property and surrounding suburbs. This means RPP users can now utilise data regarding comparable properties, market trends, local demographics, school catchment zones, interactive maps, suburb reports, and so much more!

Users Without a subscription will see the basic property information.

Property Insights **with** RPP Subscription

Dashboard > 1 Nobel Court Highbury SA 5089

1 Nobel Court Highbury SA 5089

Property Insights



1 Nobel Court Highbury SA 5089



Property Type
House

Development Zone
Residential

About This Property

Similar Properties

Property Timeline

Local Schools

Market Trends

Neighbourhood

Research access is not available for 1 Nobel Court Highbury SA 5089. To unlock the value of PropertyHub with an RP Data Professional subscription, please contact us at customer.success@corelogic.com.au or phone 1300 734 318 (please select option 3).

Property Insights **without** RPP Subscription

Dashboard > 1 Nobel Court Highbury SA 5089

1 Nobel Court Highbury SA 5089

Property Insights



1 Nobel Court Highbury SA 5089



Property Type
House

Development Zone
Residential

Valuation Estimates

Valuation Estimate

Rental Estimate

High Confidence

Low

High

\$558k

\$727k

Last listing description (September 2015)

Modern family living at its finest!

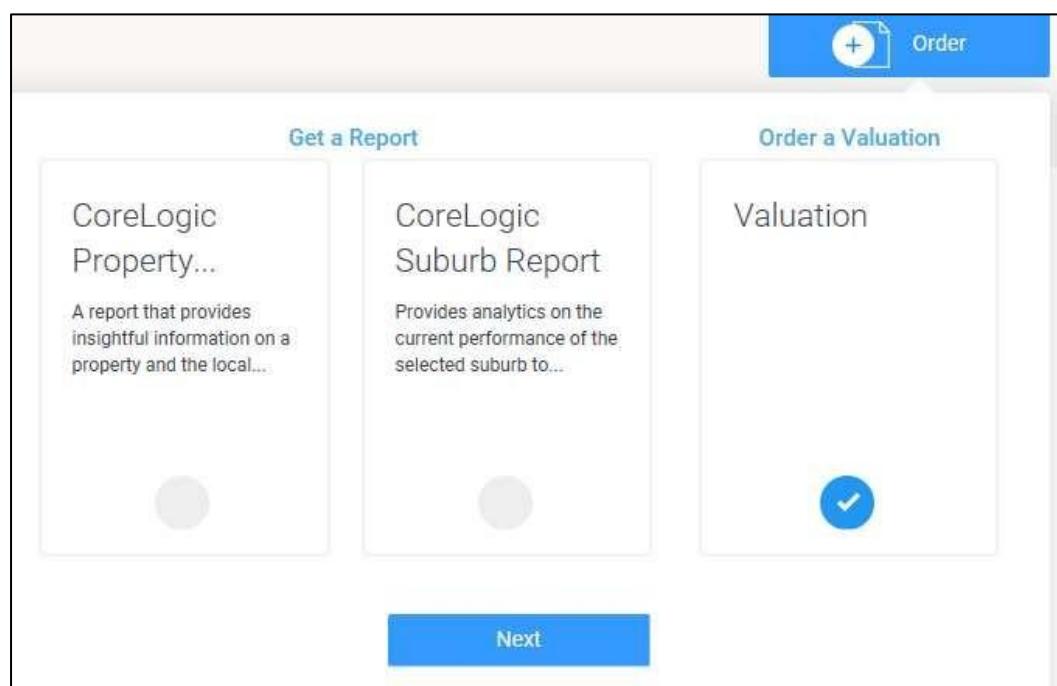
The attention to detail of this exquisite family home is sure to leave a lasting impression, from its beautifully manicured gardens right through to the quality fixtures and fittings throughout. It features a formal lounge room complete with beautiful wooden shutter blinds, home theatre or rumpus room with surround sound, separate dining area boasting feature alcoves and open plan kitchen flaunting granite bench tops, ample cupboard space, pure tap and stainless steel appliances including 6 burner gas stove top, electric oven and dishwasher. The kitchen overlooks the family room and beyond through picture windows to a private courtyard and a fantastic outdoor entertaining area.

There are 5 bedrooms, the master sits at the front of the home and boasts bay window with wooden shutter blinds, walk in robe, ceiling fan and modern ensuite with floor to ceiling tiles and a gorgeous marble bench top. 3 of the bedrooms all feature mirrored built in robes, two are also complete with ceiling fans and the 5th could also be used as a study. All are located close to the stunning main bathroom with marble bench top, luxurious spa bath, floor to ceiling tiles and a separate toilet.

Outside offers a fantastic paved undercover entertaining area with gable pergola, ceiling fan and roller blinds for protection. There's also a garden shed, low

Order Valuation

Regardless of whether you have an RPP Subscription, all PropertyHub users can order property valuations by clicking on the blue 'Order' button.



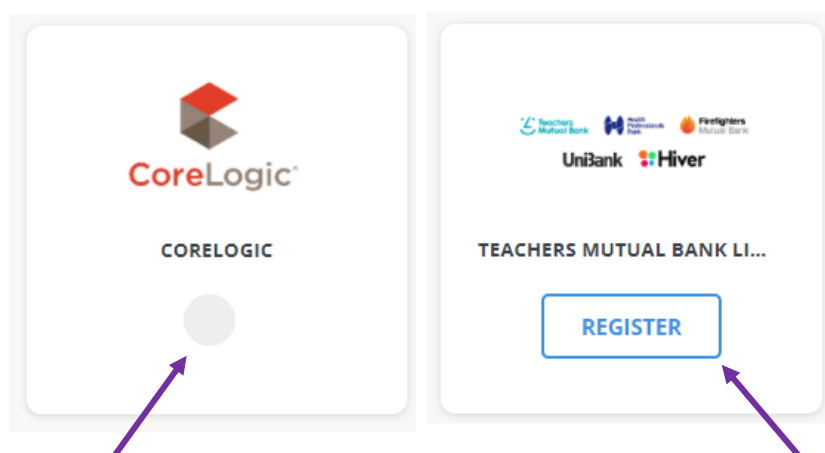
Lender Selection

The next screen will ask you to select which lender you are lodging the valuation request for.

Choosing a lender is a new feature in PropertyHub and several institutions are active and visible in the application.

If the financial institution appears on this screen, and you have access to lodge with them, you can select it and proceed with the valuation request.

If you have not yet ordered a valuation for the lender, or you have not gained access within the new PropertyHub, you will need to first register and possibly, depending on the lender request authorisation to submit a valuation.



The grey circle icon under the Lender Logo means you are already registered to order valuations on behalf of this lender.

The blue "Register" button indicates that you have not yet registered to this Lender.

Valuation Request

Business Rules Questions

Business rules are not utilised in the same way by all clients, but for those who do employ a business rules file, PropertyHub will return the most appropriate service type for you based on the information you input.

For clients who do not use business rules, fewer questions will be asked and the user will be able to select the service type themselves.

1 Teacher Crescent Truganina VIC 3029

5 / 3 / 2 / 242 m²

1 BUSINESS RULES QUESTIONS

2 VALUATION TYPE SELECTION

3 INSTRUCTION DETAILS

4 PAYMENT DETAILS

Business Rules Questions

Tell us about the property and loan

By answering the questions accurately you will help ensure that the valuation type you ordered is correct and does not need re-processing later.

Property Information

Property Type *

Please select... ▾

Property Value *

☐ Customer Estimate

☐ Contract Price

Loan Information

Loan Purpose (for this security only) *

Please select... ▾

Borrowers First Name

Borrowers Surname *

Loan Amount (for this security only) *

Calculated LVR Ratio: -%

Reference Number

Do any of these apply?

☐ High Density Unit Block, where there is more than 10 units/apartments in the complex

☐ Is an unregistered title

☐ Company Title

☐ The property being purchased is Non Arms Length or is without intervention of a real estate agent

☐ The loan requires LMI

Teachers Mutual Bank Limited Terms and Conditions *

☐ You agree to comply with the policies of Teachers Mutual Bank Limited at all times, this including but not limited to:

- Valuations are undertaken by the Bank for mortgage security purposes only
- External valuation reports are the property of Teachers Mutual Bank Limited and must not be provided to the applicant
- General information such as the valuation amount and insurance replacement value may be advised to the applicant

Cancel

Next ▶

Instruction Details

This next screen is where you enter in any information you want to go through to the Valuer such as:

- Borrower name ,
- Inspection contacting details,
- Additional documents and comments

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BUSINESS RULES QUESTIONS

VALUATION TYPE SELECTION

INSTRUCTION DETAILS

PAYMENT DETAILS

Instruction Details

Customers

First Name *

test

Last Name *

test

Phone Numbers

Email

Access Contacts

☐ Copy Customer Details

Contact Type

Select

First Name *

Last Name *

Company Name

Phone Numbers *

Email

Attachments

Please ensure the request does not include surplus personal information that is not relevant or required to complete this valuation.
Examples include Birth Certificate, Driver's license, Passport, Medicare Card.

Select document to upload.

Browse

Description

Comments

Comment

Back

Cancel

Save as Draft

Complete Valuation Order

Payment

Lenders will have varying payment methods in place. Whilst some lenders process billing via a monthly account, some lenders process billing by requesting card details for Payment.

If your lender's chosen billing method is on account, you will simply be asked for who to issue a copy invoice to.

On Account

Payment

Tax Invoice

First Name *

Sophie

Last Name *

Corcoran

Email *

sophie.corcoran@corelogic.com.au

Back

Cancel

Next

Credit Card

If your lender's chosen billing method is by credit card, you will be asked to input credit card details. In most cases this is a pre Authorised amount. If the valuation is set to be paid up front, the card will be charged immediately.

Payment



Credit Card Verification Only

Amount: \$330.00

Credit Card Payment

Credit Card Verification

Card Number *

Cardholder Name *

Expiry Date *

02 19

Security Code (CVC) *

What is this?

Verify Card

POWERED BY



VISA

MasterCard

Discover

AMERICAN EXPRESS

Privacy Policy

Back

Cancel

Order Confirmation

After progressing through the billing or invoicing screen you will be presented on the confirmation screen.

You can access this at any time through the 'History' tab, and if the lender has enabled email notifications, you should also receive an automated email with this confirmation included.

 Your Order is Confirmed We will let you know the status of your valuation	
Residential Short Form Valuation - Reference Number 175201	
OWNERS ESTIMATE VALUE: \$450000	LOAN PURPOSE: Purchase
40 Hoban Court Doreen VIC 3754  2 /  1 /  2 /  132 m ²	
Residential Short Form Valuation	On Account
TOTAL	On Account
<i>Prices in Australian Dollar and includes GST</i>	

History

New to the PropertyHub is the History tab. This feature will now enable users to review their prior orders and manage jobs through until completion. Also when allowed by the lender download the completed report.

Search and Browse

Either browse through the history, or search for a specific job by clicking on the magnifying glass. Enter the required address in the text box that appears and press enter.

The screenshot displays the CoreLogic PropertyHub interface. At the top, the 'History' tab is selected in the navigation bar. Below the navigation bar, there is a search bar with the placeholder text 'Enter your Property Address, Street Name, Suburb or Postcode' and an 'Advanced Search' button. The main content area is titled 'History' and 'Completed'. It features a table with columns for 'JOB', 'CLIENT', 'STATUS', and 'ADDRESS'. The table lists several completed jobs, each with a 'Download' button. A magnifying glass icon is circled in the top right corner of the table area. A dropdown menu is open for the first job, showing options for 'Notes', 'Documents', and 'Cancel'. The dropdown menu is titled '5010' and has an 'Edit' button next to it.

JOB	CLIENT	STATUS	ADDRESS
CoreLogic Property Report REF: 617233	CoreLogic PropertyHub AU	Completed ORDERED: 20 August 2019	1 Nobel Court Highbury SA 5089
CoreLogic Property Report REF: 207457	CoreLogic PropertyHub AU	Completed ORDERED: 30 May 2019	2 Nobel Court Highbury SA 5089
AVM REF: 1111342 David ROGERS	Macquarie Group Services	Completed ORDERED: 22 May 2019	3 Constellation Street Hallett Cove SA 5158
AVM REF: 1111338 David ROGERS	Macquarie Group Services	Completed ORDERED: 22 May 2019	2 Nobel Court Highbury SA 5089
AVM REF: 1111316 David ROGERS	Macquarie Group Services	Completed ORDERED: 22 May 2019	2 Nobel Court Highbury SA 5089
MyState AVM REF: 1111106 David ROGERS	MyState Bank	Completed ORDERED: 21 May 2019	2 Nobel Court Highbury SA 5089
AVM REF: 1110066 David ROGERS	Macquarie Group Services	Completed ORDERED: 20 May 2019	4 Marryat Court Para Hills West SA 5096
AVM REF: 1100648 David ROGERS	Macquarie Group Services	Completed ORDERED: 07 May 2019	2 Nobel Court Highbury SA 5089
Property Profiler REF: 191124	HSBC Australia Limited	Completed ORDERED: 07 May 2019	2 Nobel Court Highbury SA 5089

You can edit notes and documents for a specific job by clicking on the downward arrow to the right of the job.