

Partner Network Process Flow – International Only

Step 1) CORT will send a Tour Request email to either to your designated Point of Contact or you directly if you. Sample below:

Hello Kay,

CORT has an assignment with Robert Roman in Cincinnati, OH; ETA 3/1/2023. Are you, or a CORT Certified Consultant on your team, available to cover this assignment?

The customer stated they are looking for:

Service Type: Destination Services Master 2 Days Destination Services Service Delivery: Meet & Greet, Program City Overview, Home finding, Social Security and Driver's License Type of Housing: Apartment, Single Family Number of Bedrooms: 3 Beds Number of Bathrooms: 2 Baths Monthly Housing Budget: \$0 - \$3,000 Lease Term: 12 months Employer Name: Test Co. Market Challenges: Credit Issues: No Move-in Date: 5/1/2023.

PETS Cats: 1 Pet Notes: 1 Cat

Please let me know if you can fulfill this request.

**Please note, we are aware that making use of "assistants" is becoming commonplace in real estate; however, at no time should an assistant be directly contacting or providing any rental relocation services to a CORT customer. You are, and should remain, the one point of contact for this customer. No other employees from your brokerage should be contacting this customer or delivering any relocation services on your behalf without prior approval.

By accepting this customer, you also agree to adhere to the following COVID protocols:

- · Any tour consultant interacting with customers should expect to wear a mask and should come prepared for that outcome.
- · Tour consultant may ask the customer for permission to remove masks, and it's the customer's discretion to agree; and
- Ongoing guidelines with respect to mask wearing for those feeling unwell, currently positive or with potential recent exposure, applies.
- If a tour consultant, or customer, feels unwell or is positive on the day of the scheduled tour, they should stay at home. Common sense and good judgement should always be applied.
- · Should city, county, state or federal guidelines change such as to result in a higher standard of care, these will take precedence.

As always, we greatly appreciate your partnership and the great service you provide to our customers.

Thank you,

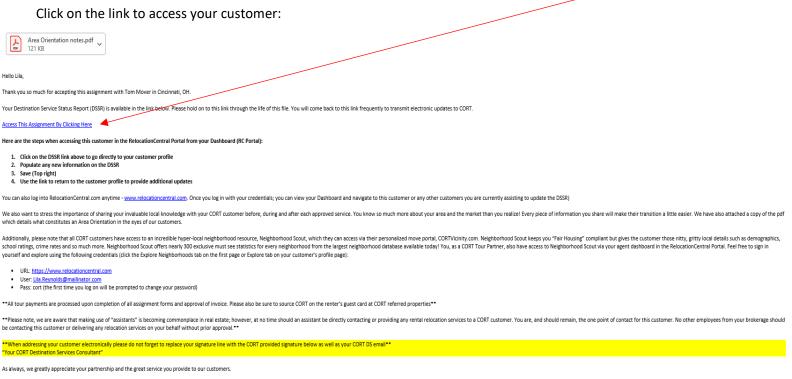
Jennifer Gutierrez

CORT

Tour Coordinator of International Destination Services CORT, A Berkshire Hathaway Company 15000 Conference Center Drive, Suite 400 Chantilly, VA 20151 T: (571) 748-8384 | E: Jennifer, Gutierrez@cort.com like us | follow us | privacy policy

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Step 2) Once you accept the tour, the CORT Corporate Services Consultant (CSC) will send you the Destination Service Status Report (DSSR) Link.



Thank you,

Please note - when you first log on you will be prompted to enter the following log in credentials:

- Username: your email address
- Password: cort
 - You will be prompted to change your password the first time you log on.

Once you are logged in, you will be presented with your Dashboard. On this screen you'll have the ability to update your information at any time by clicking on your name at the top right and then clicking on "Profile".

	Dashboard		💄 Lavon Thaxton 👻
			Profile
Current M	ove Events		Sign Out
Destination		Transferee	
Inwood, W	,	Bryan Horn	
© 2020 - CORT			

Here you'll be able to update/change your password, update your main phone number and/or cell number, add or delete coverage areas, etc. Any changes will need to be saved before moving forward.

RELOCATION CENTRAL Dashboard				💄 Lavon Thaxton 👻
Lavon Thaxton Date Entered: 01/22/2018 Date Changed: 06/10/2020				Save
Your Profile				
First Name	Last Name			User Name
Lavon	Thaxton			218468se@cort.com
Title	Email Address			Change Password
Touring Agent	218468se@cort.com			Profile Picture
Phone Number	Cell Number			
(301) 788-2122	(301) 788-2122			
Fax Number	Time Zone *			
(301) 694-3168	Eastern Standard Tin	ne (EST)	•	
Coverage Area	•			
These areas will be used when making assignments.				NO IMAGE
Adamstown	MD	21710		AVAILABLE
Big Pool	MD	21711		
Boonsboro	MD	21713		
Brunswick	MD	21716		DRAG AND DROP NEW PICTURE HERE
Burkittsville	MD	21718		
Cascade	MD	21719		
Charles Town	WV	25414		
Clear Spring	MD	21722		

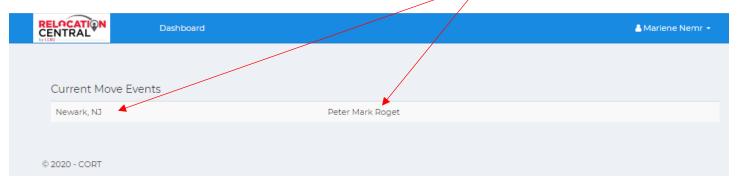
You will also have to access Neighborhood Scout either from this screen or after clicking on an assigned file:

	Dashboard				🚨 John P	artner -
Current Move Events	5		Transferee		Explore Neighb	oorhoods
Leesburg, VA			Harvey Madd			
Cincinnati, OH			Test Notification	S		
Washington D.C., DC			Jaime TestME			
2020 - CORT					AUSD-A	S-WEB-3
	Dashboard				💄 Lila Reynolds +	
Move Event #220824002	Dashboard ve Date: 10/29/2/22 Expiore)	6	•	Lila Reynolds -	
Move Event #220824002 Destination: Cincinnati, OH Mov Transferee Tom Mover	ve Date: 10/29/2/22 Explore	Sient Sales Consultant (C Barbara Kozi barbara.kozie primary: (571	ORT Contact) el el@cort.com	•		
Move Event #220824002 Destination: Cincinnati, OH Mov Transferee Tom Mover	ve Date: 10/29/2022 Explore r 44 (555) 5550 5050	Barbara Kozi barbara.kozie primary: (571	ORT Contact) el el@cort.com	•		
Move Event #220824002 Destination: Cincinnati, OH Mov Transferee Tom Mover primary: +4 Actions Requiremen	ve Date: 10/29/2122 Explore r 44 (555) 5550 5050 ats Referrals Document n Services Master - 3 Day	s Tracking Notes	ORT Contact) el el@cort.com) 723-4465	і, ОН		

You will want to use Neighborhood Scout for your own knowledge regarding your customer's destination location and to help guide you to the perfect locations for each specific customer. Please see details on navigating this robust website at the end of this document (Navigating Neighborhood Scout).

Step 3) Accessing your Customer/Assignee

Next you will be presented with all active transferees currently assigned to you. Click anywhere under "**Current Move Events**" to access the file:



Step 4) Working on an Assignee's file

This is what you will see after clicking on a transferee's name. This is the DSSR and is where you will do all your file updates. The Assignee and CORT CSC contact info is listed here (Name, Email, Phone). You can get back to your dashboard of transferees at any time by clicking on Dashboard.

	Dashboard			💄 Lila Reynolds
e Event #220824002 nation: Cincinnati, PH M	love Date: 10/29/2022 Explore		-	Sav
Transferee Tom Mov primary:	er +44 (555) 5550 5050	Client Sales Consultant (CORT Contac Barbara Koziel barbara.koziel@cort.com primary: (571) 723-4465		
Actions Requireme		/		
Service: Destinati Authorized Days: 3.00 Checklist:	on Services Master - 3	Days Destination Services going	to Cincinnati, OH	
First Contact Attempt	Contact Method	First Contact Made Reviewed F	Pre-Arrival Documents	Intro Letter Sent
 Explain the average Make sure they und 	lf; explain your expertise & kn amount of time each service	owledge of the market, review services & could take so the assigned better unders nd DMV are typically the last services to a r each service	tands what to expect	ccomplish
Are there any specia	bers are relocating? ating? e spoken in the households? al instructions or needs they v			
Pre-Arrival Assessmen				Active
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11/01/2		comments		
Meet and Greet/Airpor	t Pickup			Active
Hours	Scheduled	Date Itinerary Se	nt Date 🎿	
	mm/dd/			

Step 5) Working approved services on the DSSR

The top of the DSSR shows # of days approved. The remainder of the DSSR will only show the Settling In Services that are currently approved for your Assignee. Anything not approved will say "Not Authorized" in red...

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horized Day	ys: 3.00					
cklist:						
t Contact At	ttempt Contact I	Method	First Contact Made	Reviewed Pre-Arrival D	ocuments	Intro Letter Sent
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As you complete the various authorized services you will come back to this form and update the services for the assignee (and click Save each time). You can also attach an itinerary for each service here as well:

Event #220824002 ation: Cincinnati, OH	Move Date: 10/29/2022	Explore					A Save
Authorized Days: 3.00)				·····		
Checklist:							
irst Contact Attemp	Contact Met	hod	First Contact M	ade	Reviewed Pre-Arrival Documen	S	Intro Letter Sent
11/01/2022	Phone	~	11/01/2022		Yes	~	11/02/2022
First Phone Conversa	tion						
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Recap the Require	d Documents they	will need for	r each service				
- Denth Manda Anal							
n-Depth Needs Anal	vsis Checklist						
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Click here to add an itinerary and then upload like normal (and SAVE). Please add a date here as well.

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Authorized Days: 3.0 Checklist: First Contact Attemp 11/01/2022	ot Cont: Ph	DRAG AND DR	OP DOCS HERE		~	Intro Letter Sent
First Phone Conversa Introduction yours Explain the averag Make sure they un Recap the Require	elf; explain e amount o derstand th <mark>at 5</mark>			fast services to accomplish	ant to accom	plish
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Step 6) Overview of Tabs

Requirements tab is where you will enter in all of your Assignee's housing details (be sure to click SAVE when adding information here):

ENTRAL	Dashboard					<u></u>	ila Reynold.
love Event #220824002 estination: Cincinnati, OH		ixplore			•		🛕 Sa
Transferee Tom N prima	1over ry: +44 (555) 5550 5050	con barba	tant (CORT Contact ra Koziel ra.koziel@cort.com ry: (571) 723-4465				
Actions Require	ements Referrals	Documents Tracking No	tes		Move Date		
Cincinnati, OH					10/29/2022		
Primary Tour Date		Secondary Tour Date	2		Market		_
10/08/2022					Cincinnati		
Work Address	City		State	Zip			
Min Bds	Max Bds	Min Bths	Min Rent		N	lax Rent	
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# of Occupants		Lease Term Needed		months	Desired Comm	ute	mi
Apartment		Townhome	🖌 Sin	gle Family	Commute Note	Condominiur	n
Min Dogs	Dog Weight	lbs	Breed Restricted	1		Min Cat	s
Pet Notes							
			1				
Other Family Membe	rs	Settling In Accompli	shments		School District	(s)	
Other Family Membe		Settling In Accompli		ected Arrival	School District	(s)	

Referrals tab shows any properties you have selected for your Assignee via this system:

	Dashboard					💄 Lila Rey	ynoid
	#220824002 ncinnati, OH Move Date: 10/29/2022 Explore			•			Sav
	ree Tom Mover primary: +44 (555) 5550 5050	CORU					
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Type I	Name	Location			e j	0	=
Type I I	Name Olde Towne in Kenwood	Location Cincinnati, OH	\$1,180 - \$2,997	1/27/2023			

Documents/Tracking Notes tabs shows any documents/notes for this Assignee that you need to be aware of:

Move Event #220824002 Destination: Cincinnati, OH Move Date: 10/29	2022 Explore				Save
Transferee Tom Mover primary: +44 (555) 555 Actions Requirements Ref	50 5050	s Consultant (CORT Contact) Barbara Koziel barbara.koziel@cort.com primary: (571) 723-4465			
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DRAG AND DROP DOCS HERE	Document Type	Description	Eff. Date	Exp. Date	

	Dashboard		💄 Lila Reynolds 🚽
Move Event #220 Destination: Cincinn		Ω	Save
Actions	Tom Mover primary: +44 (555) 5550 5050 Requirements Referrals Doct	Client Sales Consultant (CORT Contact) Barbara Koziel barbara.koziel@cort.com primary: (571) 723-4465	
0	Search Body or Subject	Select Tags -	~
ND IMAGE	Test Note	Informational	[Edit]
	Friday, January 27, 2023 4	09:03 PM	Tags: Public

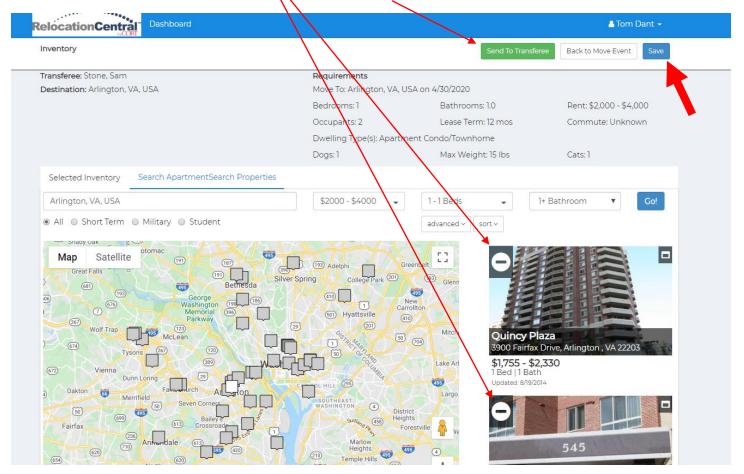
Step 7) You have the option to send rental housing inventory to your Assignee via this system as well (click on Identify Inventory):

ITRAL	Dashboard					🔒 Lila Reynol
e Event #22 nation: Cincin	20824002 nnati, OH Move Date: 10/29/2	022 Explore				2
Departme	nt of Motor Vehicles					Active
	Hours	Scheduled		 Itinerary Sent Date		
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	mm/dd/yyyy		comments			
Social Secu	urity/Government ID Assist					Active
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Homefindi	ing Assistance – Rental On Hours Date Complete mm/dd/yyyy identify Ir Send Inve	Ny Scheduled mm/dd/	Date /yyyy Comments	mm/dd/yyyy 01/27/2023 Pending	01/27/2023 N/A	Active
Homefindi	ing Assistance – Rental On Hours Date Complete mm/dd/yyyy Identify Ir Send Inve Inventory Create Itin	Ny Scheduled mm/dd/	Date /yyyy Comments	mm/dd/yyyy 01/27/2023	01/27/2023	Active
Homefindi	ing Assistance – Rental On Hours Date Complete mm/dd/yyyy Identify Ir Send Inve Inventory Create Itin	Ny Scheduled mm/dd/	Date /yyyy Comments	mm/dd/yyyy 01/27/2023 Pending Pending	01/27/2023 N/A N/A	Active
	Ing Assistance – Rental On Hours Date Complete mm/dd/yyyy Identify Ir Send Inve Inventory Create Itir [New	Ny Scheduled mm/dd/	Date /yyyy Comments	mm/dd/yyyy 01/27/2023 Pending Pending Pending	01/27/2023 N/A N/A N/A	Active Not Authorized
Schooling	ing Assistance – Rental On Hours Date Complete mm/dd/yyyy Identify Ir Send Inve Inventory Create Itin [New Send Itine	Ny Scheduled mm/dd/	Date /yyyy Comments	mm/dd/yyyy 01/27/2023 Pending Pending Pending	01/27/2023 N/A N/A N/A	

This is the next screen you will see. Click on the Search Apartment Search Properties box:

locationCentral" Dashboard			🐣 Tom Dant 👻
nventory		Send To Transfe	Back to Move Event Save
ransferee: Stone, Sam	Requirements		
Destination: Arlington, VA, USA	Move To: Arlington, VA, l	JSA on 4/30/2020	
	Bedrooms: 1	Bathrooms: 1.0	Rent: \$2,000 - \$4,000
	Occupants: 2	Lease Term: 12 mos	Commute: Unknown
	Dwelling Type(s): Apartn	nent Condo/Townhome	
	Dogs: 1	Max Weight: 15 lbs	Cats: 1
Selected Inventory Search ApartmentSearch Propert	ies		
Add Property Not in ApartmentSearch Add Property By Name	from ApartmentSearch		
Add Hoperty By Harrie			

Now you will select the appropriate properties by clicking on the + sign which in turn, marks them as a – sign once you've selected them. Next click SAVE and then click on Send to Transferee:



PLEASE NOTE THAT IF YOU ARE ATTEMTING TO EXPAND A PROPERTY VIEW TO SEE ALL PICTURE AND DETAILS BY CLICKING ON THE LITTLE BOX IN THE TOP RIGHT SIDE OF A THUMBNAIL, YOU WILL BE PROMTED TO SIGN IN TO ANOTHER SCREEN BUT DON'T WORRY, THIS IS NORMAL AND YOU ONLY HAVE TO DO IT ONE TIME FOR YOUR CURRENT CUSTOMER'S PROPERTY SEARCH. SIMPLY ENTER IN YOUR EMAIL FOR THE USERNAME AND cort FOR THE PASSWORD.

Adjust the email template that pops up as needed then click send:

ubject: Your Sample Housing Op	tions Are Ready to View				
in series in the series of the					^
<> ¶ B /	÷ ≡ ∞		\mathbf{X}		
	· · · · · · · · · · · · · · · · · · ·		\mathbf{X}		
Hi Sam:			\sim		
Per our discussion. I have referred	I a few apartment options for you to review.	Please review these sample apartment o	ptions and compunicat	te back to me if I have under	stood
	e property information below to go directly to				
Latitude	3601 Fairfax Drive	Arlington	VA \$1.93	8 - \$7,871	
Birchwood	545 North Pollard Street	Arlington		15 -\$3,495	
Quincy Plaza	3900 Fairfax Drive	Arlington	VA \$1,64	5 - \$3,205	
Thomas Court	470 North Thomas Street	Arlington	VA \$2,19	15 - \$3,150	
- You can also view these prope	rties by logging in at: www.cortvicinity.com				-
· Tou can also view these brobe	ties by louding in al. www.convicinity.com			<u>_</u>	
				Send	Cancel
				Senu	Cancer
Latitude	Birchwo	od	Quincy		and the second se
3601 Fairfax Drive, Arlington,	VA 22201 545 North	Pollard Street, Arlington, VA 22203		ax Drive, Arlington , VA 22	203
\$1,953 - \$7,871 Studio - 2 Beds 1 - 2.5 Baths	H ▲ \$1,795 -	\$3,495 1 - 2 Baths	\$1,645 -	\$3,205 Beds 1 - 3 Baths	
Updated: 1/4/2019	I - 5 Beds Updated 8/1		Updated: 8/19		

Now click on Back to Move Event:

CENTRAL	Dashboard			🚢 Marlene Nemr 👻
Inventory			Flag As Sent Send To Transferee	Back to Move Event Save
Transferee: Roget, Peter	Mark	Requirements	48-38-111	
Destination: Newark, NJ		Move To: Newark, NJ or	2/22/2020	
		Bedrooms: 1	Bathrooms: 1.0	Rent: \$850 - \$1,899
		Occupants: 2	Lease Term: 12 mos	Commute: 20 mins
		Dwelling Type(s): Apart	ment	
		Dogs: Unknown	Max Weight: Unknown	Cats: Unknown
Selected Inventory	Search ApartmentSearch Pr	operties		
Add Property Not in Apar	mentSearch Add Property By	Name from ApartmentSearch		
				nade "
		and the second	CONTRACT OF T	
			Comi	nage [_] ing Soon
127	Spin		Com	ing soon
A second second				
Eleven 80 12 Commerce Street, N	ewark NI 07102	Arlington Park 20-B Ridge Park Drive, North Arlingto	on , NJ 07031 1234 Test Street, Te	act TY 55555
\$1,662 - \$3,323	н <i>А</i>	\$1,180 - \$1,480	\$1,000 - \$2,000	
Studio - 2 Beds 1 - 2 Ba		1 - 2 Beds 1 Bath	2 Beds 2 Baths	
Updated: 11/3/2017		Updated: 12/21/2016	Updated: 3/5/2020	
	A			
Vermella Crossing				
302 Bergen Ave, Kearn				
\$1,850 - \$2,400 1 - 2 Beds 1 - 2 Baths	H #			
Updated: 7/22/2017				

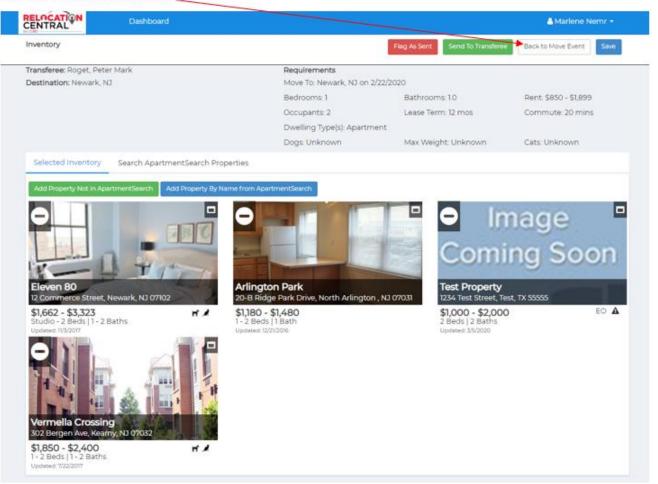
If you don't find what you are looking for on ApartmentSearch.com (especially for SFH/Private Listings), there is an option to Add a Property Not in ApartmentSearch or you can Flag as Sent if you are sending via email directly to your transferee (Please cc your CORT CSC when sending to your EE).

RELOCATION CENTRAL Databoard			🛔 Marlene Nemr 👻
Inventory		Flag As Sent Send To Transferee	Back to Move Event Save
Transferee: Roget, Peter Mark	Requirements		
Destination: Newark, NJ	Move To: Newark, NJ on 2/22/	2020	
	Bedrooms: 1	Bathrooms: 1.0	Rent: \$850 - \$1,899
	Occupants: 2	Lease Term: 12 mos	Commute: 20 mins
	Dwelling Type(s): Apartment		
	Dogs: Unknown	Max Weight: Unknown	Cats: Unknown
Selected Inventory Search ApartmentSearch Properties			
Add Property Not in ApartmentSearch Add Property By Name from Apa	artmentSearch		

Once you click on Add a Property Not in ApartmentSearch you will see this pop up. Please fill out as much as you can on this screen and then click SAVE.

RELOCATION CENTRAL		-					å Marlene Nemr 👻	
Inventory		Add Property				× o ^{isferee}	Back to Move Event Save	
Transferee: Roge Destination: New		Property Name		DRAG AN	D DROP PHOTOS			
		Address 1 *		HERE		16	Rent: \$850 - \$1,899 Commute: 20 mins	
		Address 2					Cats: Unknown	
Selected Inven		City *		State *	Zip Code *			
		Min Rent *	Max Ren	t				
© 2020 - CORT		Min Bed *	Max Bed	Min Bath *	Max Bath	.		
		Phone Number	Email Ad	dress				
	L	101, 311 01 232 023	Hindated: 6/22/2022	O Parti	Cancel Save	2 10100110/0		

Now click on Back to Move Event:

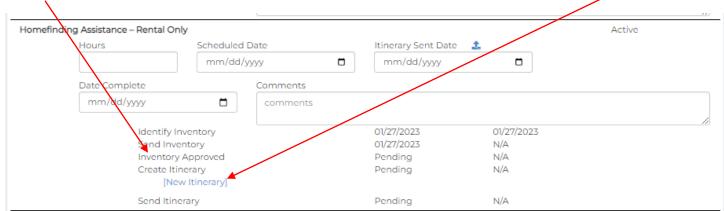


Now your profile page will show inventory has been identified & sent:

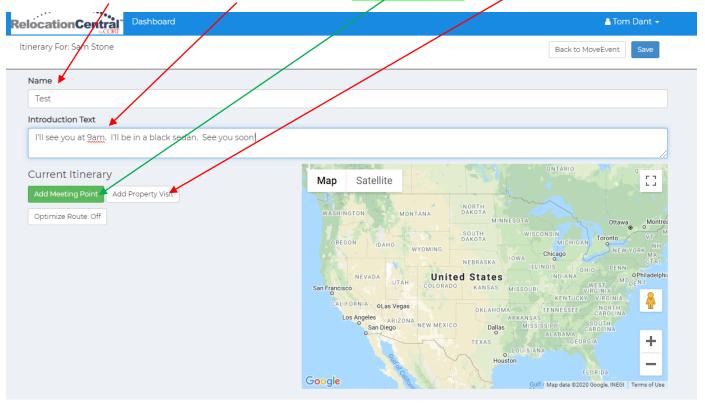
Hours	Scheduled D	ate	Itinerary Sent Date	1	
	mm/dd/yy	уу 🗖	mm/dd/yyyy		
Date Complete		Comments			
mm/dd/yyyy		comments			
-	Inventory		01/27/2023	01/27/2023	
Send In Invento	ventory ry Approved		01/27/2023 Pending	N/A N/A	
Create I [N	tinerary ew Itinerary]		Pending	N/A	
Send Iti	Dorary		Pending	N/A	

Step 8) Sending Itinerary

After the Assignee has viewed and agreed to the properties you've referred, you'll want to click on the Inventory Approved tab then New Itinerary to create and send the itinerary to your EE:



Here you can name the tour and add any notes you'd like the EE to see at the top of the itinerary you'll be sending him/her. After naming the tour and adding notes click on Add Meeting Point or Add Property Visit.



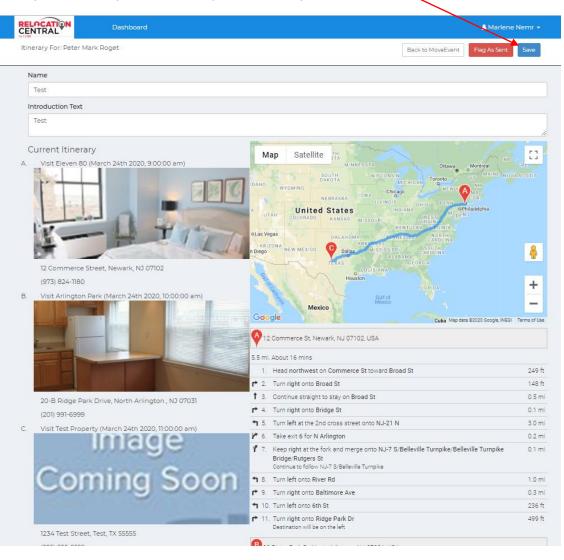
Adding a meeting point can include anything such as a hotel or work location. Next Click on Add Property Visit and click on each of the properties for tour day:

INTRAL Dashbo	pard	🛔 Marlene Nemr 🔻
nerary For: Peter Mark Roget	Select Property	ck to MoveEvent Flag As Sent Save
lame	Eleven 80	
Test	Arlington Park Test Property	
ntroduction Text	Vermella Crossing	
Test		
Current Itinerary		Close
Add Meeting Point Add Property 1 Optimize Route: Off	Vient	NASHINGTON MONTANA NARTA OREGON IDAHO WYOMING SOUTH DAKOTA MICHUAN TOTOTO VI NEWYOMING OLGRADO KANSAS MISSOURI WEST San Francisco CALIFORNIA OLAS Vegas Los Angeles ARIZONA Los Angeles ARIZONA San Diego NEW MEXICO San Diego NEW MEXICO Dillas MISSISSIPP CONTA ALABRANAS LIOUISIANA HOUSIANA

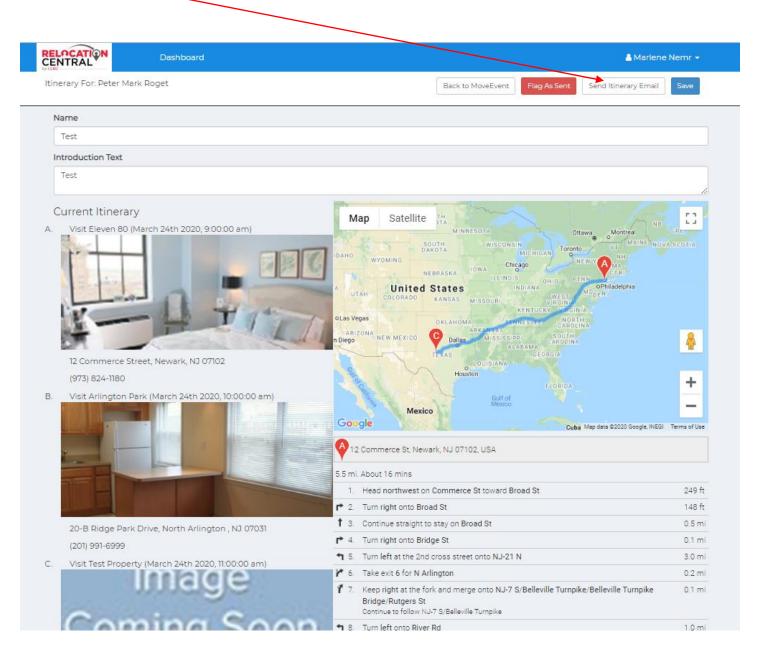
Be sure to add a meeting date and time and click save for each:

CENTRAL Dashbo	ard		🛔 Marl	
Itinerary For: Peter Mark Roget	Add Meeting Point		X ack to MoveEvent Flag As Ser	nt Save
Name Test Introduction Text Test Current Itinerary Add Meeting Point Add Property V Optimize Route: Off	Meeting Point Name: Meeting Location: Phone Number: Meeting Time: Meeting Point Notes/Descr	Save Close CALIFORNIA OLAS Vegas DKI Los Angeles AR (ZONA NEW MEXICO San Diego	WISCONSIN MICHIGAN Toron Chicsgo	NEW VORK MA CTR FEN MDCTR MDCT

Once you have completed these steps this is what you will see. Click SAVE here:



Now click on Send Itinerary Email:



At this point the transferee will have your tour itinerary. Here's what they will see (a copy will be in Tracking Notes):

ltine	rary
	at 9am. I'll be in a black sedan. See you soon!
Click Here F	For Turn-By-Turn Directions
1:00 AM /isit Latitud 5601 Fairfax 703) 662-94	Drive, Arlington, VA 22201
12:00 PM Visit Birchw 545 North F (703) 465-0	Pollard Street, Arlington, VA 22203
:00 PM Visit Quincy 3900 Fairfa: 703) 312-07	x Drive, Arlington , VA 22203
2:00 PM Visit Thoma 470 North T (703) 243-99	Thomas Street, Arlington, VA 22203
Click Here F	For Turn-By-Turn Directions
Sincerely,	
Tom Dant	
c. (240) 476	-8512
13011 592-	0200

Step 9) Post tour you will need to go to Referrals tab: /

ove Event #220824002						Save
	plore					Jave
Transferee	Client Sales Consulta	int (CORT Contact)				
Tom Mover	Barbara	Noziel				
primary: +44 (555) 5550 5050	CORE	.koziel@cort.com				
	primary	/: (571) 723-4465				
Actions Requirements Referrals D	ocuments Tracking Note	5				
	-		Data Estarad			
Actions Requirements Referrals D	ocuments Tracking Note	s Rent Range	Date Entered			
	-		Date Entered	e j	0	≡
Type Name I Olde Towne in Kenwood	Location Cincinnati, OH	Rent Range \$1,180 - \$2,997	1/27/2023			
Type Name	Location	Rent Range			0	Ē

Click on the little box with the 3 horizontal bars to access Mark as Visited and click on it. Do this for all properties toured:

re Event #220824002 ination: Cincinnati, OH Move Date: 10/29/2022 Exp	ore				Save
Transferee Tom Mover primary: +44 (555) 5550 5050	CORT				
Actions Requirements Referrals Do	cuments Tracking Notes	Rent Range	Date Entered		
I Olde Towne in Kenwood	Cincinnati, OH	\$1,180 - \$2,997	1/27/2023	2 3	
I The Renaissance	Cincinnati, OH	\$1,029 - \$2,688	1/27/2023		
	Cinicinnati, OH	\$1,050 - \$2,727	1/27/2023	2 1	

After you mark the properties as visited you will see this screen. Click SAVE

NTRA	Dashboard					💄 Lila Rej	ynolds
	it #220824002 Cincinnati, OH Move Date: 10/29/2022 Explore			2			Save
Trans	feree Tom Mover primary: +44 (555) 5550 5050	CORT					
					$\langle \rangle$		
Action	as Requirements <mark>Referrals</mark> Docum	nents Tracking Notes					
Action Type	ns Requirements <mark>Referrals</mark> Docum	nents Tracking Notes	Rent Range	Date Entered			
		-	Rent Range \$1,180 - \$2,997	Date Entered		9 (=
	Name	Location				9 () 9 ()	

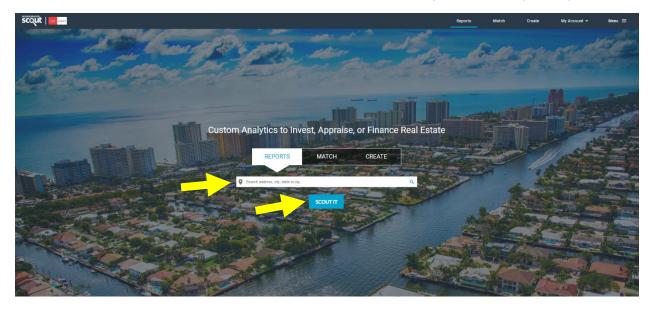
Step 10) After all services have been completed.

Be sure you've added all hours for each service along with the details. Also be sure to add all housing information under Property Leased and then click SAVE.

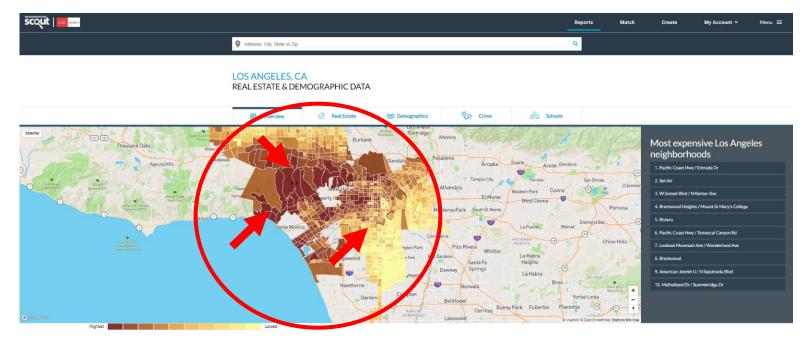
Dashboard Dashboard								2	Lila Reynold
e Event #220824002 nation: Cincinnati, OH Move Date/10/29/202	2 Explore					•			Sa
Social Security/Government ID Assistan	ce Scheduled Date		Itinerar	ry Sent	t Date 🏾 🄱			Active	
	mm/dd/yyyy			dd/yy					
Date Complete	Comm	hent							
mm/dd/yyyy	Com	iments							
Homefinding Assistance – Renta Only								Active	
Hours	Scheduled Date				t Date 🛛 🏦				
	mm/dd/yyyy		mm/	/dd/yy	уу				
Date Complete	Comm	nents							
mm/dd/yyyy	Com	iments							
dentify Inv Send Inven Inventory A Create Itine [New	tory pproved		01/27/2 01/27/2 Pendin Pendin	023 Ig		01/27/2023 N/A N/A N/A			
Send Itinera	ary		Pendin	g		N/A			
Schooling Assistance/Counseling								Not Aut	horized
Other Counseling Assistance								Not Aut	horized
Departure Services								Not Aut	horized
Property Leased:									
Property Name		ct First Name			Contact Las	st Name		Phone N	lumber
Current at the Banks	Beth				Bridges				
<u>Assignee's New Address:</u> Address		Information in Name Of				Lease to be Sig	gned By		
123 Maple Drive	Tom	Mover				Tom Mover			
Apt # City	Lease	Start		Leas	se End		Term		
1B Dayton	12/10	0/2022		01	/01/2023	•	12		(months
State Zip	Code Lease	Price		Aski	ng Price				
Ohio 🗸	\$5409	2000.00		\$	2500.00				
Property Type New Phone	Number Securi	ty		Secu	urity to be P	aid By			
Apartment 🗸	\$	200.00		То	m Mover				
	Associ	ated Fees		Dipl	omatic Clau	ise			
	\$	0.00							

NAVIGATING NEIGHBORHOOD SCOUT

Once you click on "Explore Neighborhoods" from your dashboard or "Explore" from a customer's page, you will see the Neighborhood Scout Landing page. To start your search, simply type in a city, state, zip code or specific address such as the Transferee's work address in the search bar and click "Scout It" or press enter on your keyboard:



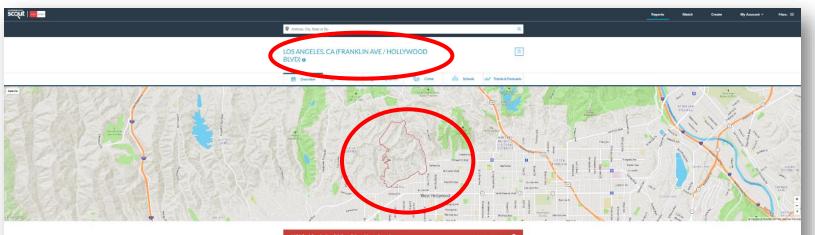
The next screen will show you an overview of the city, state, zip code or specific address. The default map view is interactive and shows the most expensive to least expensive neighborhoods in that area (dark orange is most expensive). Click on any of the highlighted areas to get a micro-level/granular perspective of an area:



LOS ANGELES PROFILE

POPULATION: 3,999,759

After you click a colored area on the interactive map you will be presented with a micro-level/granular view of a location. The data provided will be for this specific area and will often times provide comparison data to the rest of the city/metro area, state and country. You will also notice that this page shows some great data on the overview of the selected area such as real estate prices, income levels, occupations, demographics, notable unique characteristics and commute times:



	26 Condition Alerts f	pund.		IAT IS A CONDITION ALERTY
ි REALESTATE	BEMOGRAPHICS	CRIMES	រវាំរ schools	TRENDS & FORECAST
44 Statistics	136 Statistics	67 Statistics	65 Statistics	328 Statistics
0 4 Alerts Found	01 Alert Found	0 2 Alerts	3 Alerts	16 Alerts

Notable & Unique Neighborhood Characteristics

The way a neighborhood looks and feels when you walk or drive around it, from its setting, its buildings, and its flavor, can make all the difference. This neighborhood has some really cool things about the way it looks and feels as revealed by NeighborhoodScout's exclusive research. This might include anything from the housing stock to the types of households living here to how people get around.

Notable & Unique: People

If you're a regular supporter of the arts and enjoy outings to the theatre, weekend boutique-ing, or even a in good company with the people of the Franklin Ave / Hollywood Blvd neighborhood. This neighborhood sophisticates" than 99.2% of neighborhoods across the country. The people here truly stand out as a class The Neighbors: Income community characterized by refined tastes, cultural inclinations, and the means to live well. Urban sophis not they live in or near a big city. They are educated executives or managers by week, and serial patron: pertains to you, than you'll certainly feel right at home in the Franklin Ave / Hollywood Blvd neighborhood for urban sophisticates, this neighborhood is also a very good choice for active retirees and highly educate

In addition, if you come to know the people here, you will recognize that you're in the company of one of In fact, a mere 3.3% of America's neighborhoods are wealthier than the Franklin Ave / Hollywood I exceedingly well-maintained, and similarly, tends to maintain its value over time. The cars driven are more BMW, and Lexus. If the public schools aren't up to snuff, the residents of this neighborhood prefe preparatory schools. Vacation to Disney? Yes, but equally popular are summers in Europe.

Notable & Unique: Occupations

The Franklin Ave / Hollywood Blvd neighborhood has a higher proportion of its residents employed as exec 99.0% of the neighborhoods in America. In fact, 74.9% of the employed people here make a living as an exe With such a high concentration, this truly shapes the character of this neighborhood, and to a large de about

The Neighbors

How wealthy a neighborhood is, from very wealthy, to middle income, to low income is very formative with regard to the personality and character of a neighborhood. Equally important is the rate of people, particularly children, who live below the federal poverty line. In some wealthy gated communities, the areas immediately surrounding can have high rates of childhood poverty, which indicates other social issues, NeighborhoodScout's analysis reveals both aspects of income and poverty for this neighborhood.

The neighbors in the Franklin Ave / Hollywood Blvd neighborhood in Los Angeles are wealthy, making it among the 15% highest income neighborhoods in America. NeighborhoodScout's exclusive analysis reveals that this neighborhood has a higher income than 96.7% of the neighborhoods in America. In addition, 2.5% of the children seventeen and under living in this neighborhood are living below the federal poverty line, which is a lower rate of childhood poverty than is found in 80.5% of America's neighborhoods.

The Neighbors: Occupations

The old saying "you are what you eat" is true. But it is also true that you are what you do for a living. The types of occupations your neighbors have shape their character, and together as a group, their collective occupations shape the culture of a place.

In the Franklin Ave / Hollywood Blvd neighborhood, 74.9% of the working population is employed in executive, management, and professional occupations. The second most important occupational group in this neighborhood is sales and service jobs, from major sales accounts, to working in fast food restaurants, with 17.9% of the residents employed. Other residents here are employed in clerical, assistant, and tech support occupations (5.6%).

The Neighbors: Languages

The languages spoken by people in this neighborhood are diverse. These are tabulated as the languages people preferentially speak when they are at home with their families. The most common language spoken in the Franklin Ave / Hollywood Blvd neighborhood is English, spoken by 78.7% of

POPULAR REAL ESTATE NEAR FRANKLIN AVE / HOLLYWOOD BLVD COMPARABLE NEIGHBORHOODS NEARBY (i)

Los Angeles, CA (American Jewish U / N Sepulveda Blvd) Los Angeles, CA (Brentwood Heights / Mount St Mary's College) Los Angeles, CA (Brentwood)

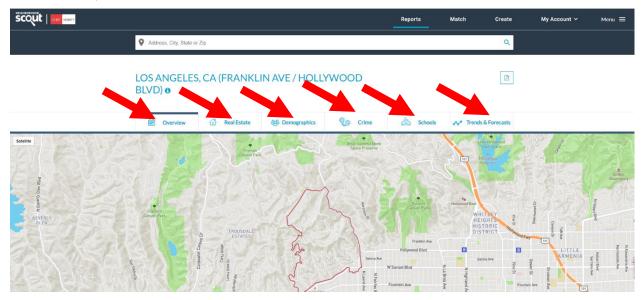
- Los Angeles, CA (Castellammare)
- Los Angeles, CA (Manning Ave / Motor Ave)
- Los Angeles, CA (Pacific Palisades)

Los Angeles, CA (Palisades Dr / Ave De Santa Ynez) Los Angeles, CA (Riviera)

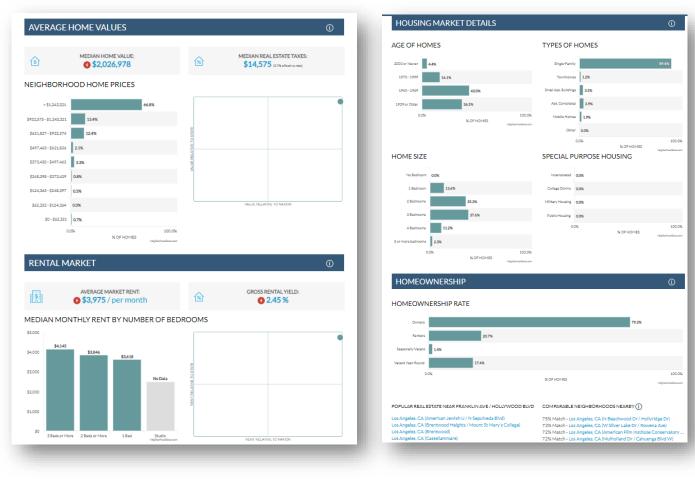
- Los Angeles, CA (S Sepulveda Blvd / W Sunset Blvd)
- Los Angeles, CA (Topanga Canyon Blvd / S Topanga Canyon Blvd)

75% Match - Los Angeles, CA (N Beachwood Dr / Hollyridge Dr) 73% Match - Los Angeles, CA (W Silver Lake Dr / Rowena Ave) 72% Match - Los Angeles, CA (American Film Institute Conservatory ... 72% Match - Los Angeles, CA (Mulholland Dr / Cahuenga Blvd W) 72% Match - Los Angeles, CA (Venice)

For more specific data/statistics, click on the section tabs:



Sample from the <u>Real Estate</u> Tab:



Sample from the <u>Demographics</u> Tab:

61	Luxury Communities	95.9%		Excellent
181	Young Single Professionals	80.9%		Very Good
ta T	Retirement Dream Areas	78.4%		Good
ivi -	Family Friendly	76.8%		Good
	College Student Friendly	56.9%		Poor
Ťz	Vacation Home Locations			Poor
ő	First Time Homebuyers			Poor
	ECIAL CHARACTER	99.7%		① Evrellent
Ŷ	Urban Sophisticates	99.2%		Excellent
	Hip Trendy	92.4%		Excellent
ļ, ۱	Walkable	79.4%		Good
E	Quiet	74.5%		Good
ů	Nautical			Poor
AC	GE / MARITAL STATU	S	MARITAL STATUS	0
	65 Yana And Over:	ster 5 Nore: 5 To 17: 12 5% 18 To 29: 13 To 544 17 AX	Hidness 449 Berness 449 Marine Marine	- Stein 2533

MALE 1 52.2%	47.8%	FEMALE
MILITARY & COLLEGE STATUS		0
Active Milliary 0.0%		
tending College 1.7%		
0.0%	% OF RESIDENTS	100.0% Nigharhaatiana am
HOUSEHOLD TYPES		0
NE PERSON HOUSEHOLDS	SAME SEX PARTNERS	
la Nalghborhood 38.8%	This Neighborhood	1.2%
Netion 27.7%	Nation 0.4%	
ARRIED COUPLE WITH CHILD	SINGLE PARENT WITH	K OF RESIDENTS Nagkorkasilassaan
is Neighborhood 19.6%	This Neighborhood 2.6%	
Nation 20.6%	Nation 10.8%	
0.0% % OF RESIDENTS	100.0% 0.0%	100.0% K OF RESIDENTS
EMPLOYMENT INDUSTRIES IN FR	ANKLIN AVE / HOLLYWOOD	BLVD ①
Information Technology	22.5%	
oficial onal, scientific, and technical services 15.4%		
Arta 10.4%		
Other 9.3%		
Healthcare 8.4%		
Retall 8.0%		

Sample from the <u>Crime Rates</u> Tab:

TOTAL CRIME INDEX	NEIGHB	ORHOOD ANNU	IAL CRIMES	
71		VIOLENT	PROPERTY	TOTAL
(100 insufrant)	Number of Crimes	7	42	49
afer than 71% of U.S. neighborhoods.	Crime Rate (per 1,000 residents)	2.17	13.00	15.17

NEIGHBORHOOD VIOLENT CRIME

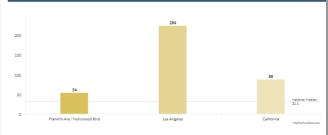


VIOLENT CRIME COMPARISON (PER 1,000 RESIDENTS)



Franklin Ave/ Honywood Bive		Los Anglenes	Nalghanhaadlicou.com
м	IY CHANCES OF BEC	OMING A VICTIM OF A PRO	PERTY CRIME
1 IN 77 🚯		1 IN 39	1 IN 40
In Pranklin Ave / Hollywood Blvd		In Los Angeles	In California
DS ANGELES PROPERTY CRIMES			POPULATION: 3,999,75
	BURGLARY	THEFT	MOTOR VEHICLE THEFT
Report Total	16,983	67,025	19,546
Rate per 1,000	4.25	16.76	4.89
NITED STATES PROPERTY CRIMES			POPULATION: 325,719,17
	BURGLARY	THEFT	MOTOR VEHICLE THEFT
Report Total	1,401,840	5,519,107	773,139
Rate per 1,000	4.30	16.94	2.37

CRIMES PER SQUARE MILE

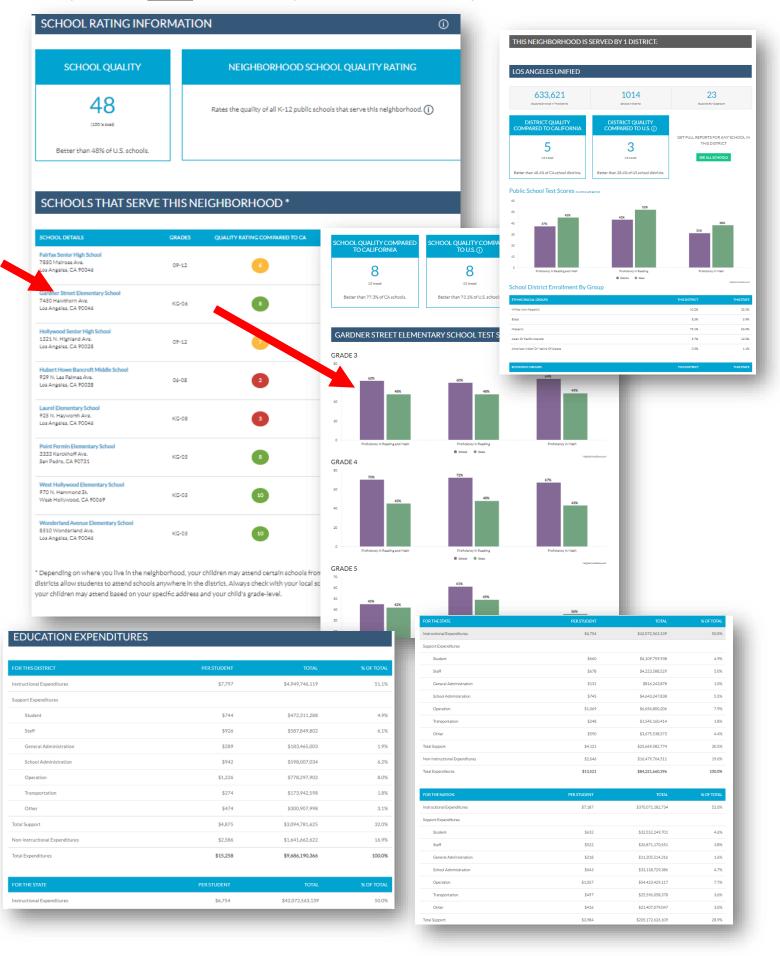


POPULAR REAL ESTATE NEAR FRANKLIN AVE / HOLLYWOOD BLVD COMPARABLE NEIGHBORHOODS NEARBY ()

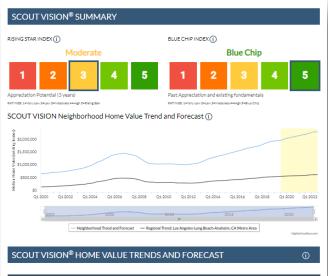
Los Angeles, CA (American Jewish U / N Sepuhveda Blvd) Los Angeles, CA (Brentwood Helghts / Mount St Mary's College) Los Angeles, CA (Castellanmare) Los Angeles, CA (Castellanmare) Los Angeles, CA (Manning Ave / Motor Ave)

75% Match - Los Angeles, CA (N Beachwood Dr / Hollyridge Dr) 73% Match - Los Angeles, CA (W Silver Lake Dr / Rowena Ave) 72% Match - Los Angeles, CA (American Film Institute Conserva 72% Match - Los Angeles, CA (Muholand Dr / Cahuenga Blvd W 72% Match - Los Angeles, CA (Venice)

Sample from the <u>Schools</u> Tab. Click on any of the school names to see specific school data:



Sample from the Trends & Forecast Tab:



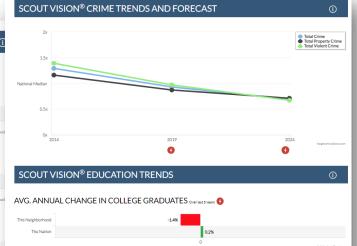
SCOUT VISION [®] PROXIMITY INDEX	
PRICE ADVANTAGE OVER SURROUNDING NEIGHBORHOODS	
Similar Price	
1 2 3 4 5	
Price advantage score	
RATINGS: 1=Strong Disadvantage 2=Disadvantage 3=Similar Price 4=Advantage 5=Strong Advantage	
ACCESS TO HIGH PAYING JOBS ()	JOBS W
Very Good	
	WITHIN
1 2 3 4 5	5 minutes
	10 minutes
Jobs score	15 minutes
RATINGS: 1-Limited 2-Below Average 3-Average 4-Very Good 5-Excellent	20 minutes

\$1,042 Neighborhood price per sqft	
\$1,033 Average Nearby Home Price per sqft	
VITHIN AN HOUR	

ITHIN AN HOUR

WITHIN	HIGH-PAYING* JOBS
5 minutes	2656
10 minutes	21694
15 minutes	64423
20 minutes	195952
30 minutes	660027
45 minutes	1310705
60 minutes	1841165
	"Annual salary of \$75,000 or more

TIME PERIOD	TOTAL APPRECIATION	AVG. ANNUAL RATE	COMPARED TO METRO*	COMPARED TO AMERICA*
3 Year Forecast: 2019 Q3 - 2022 Q3	16.11% 🛧	5.10% 🛧	0	2
Latest Quarter: 2017 Q1 - 2017 Q2	1.04% 🅈	4.24% 🛧	5	6
Last 12 Months: 2018 Q2 - 2019 Q2	5.06% 🛧	5.96% 🛧	10	•
Last 2 Years: 2017 Q2 - 2019 Q2	14.31% 🛧	6.92% 🛧	8	•



2.69

0.1%

AVG. ANNUAL CHANGE IN K-12 SCHOOL PERFORMANCE Over last 5 years

SCOUT VISION[®] REAL ESTATE TRENDS



AVG. ANNUAL VACANCY TRENDS Over last 5 years

This Neighborhood	
The Nation	

	POPULATION 5 YEARS AGO	CURRENT POPULATION	PERCENT CHAN
Half Mile	3,422	3,948	() 13.99%
1 Mile	17,464	19,773	() 13.68%
3 Miles	172,292	180,291	4.679
5 Miles	543,543	567,031	4.339
10 Miles	2,511,067	2,588,327	3.089
15 Miles	4,510,303	4,639,349	2.869
25 Miles	7,702,368	7,884,282	2.369
50 Miles	13,040,631	13,332,229	2.249

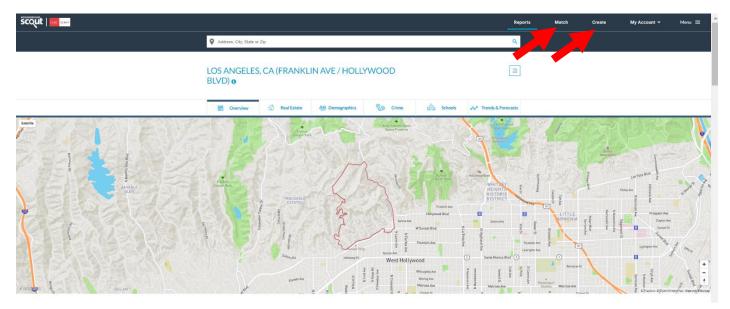
0.5%

-0.3%

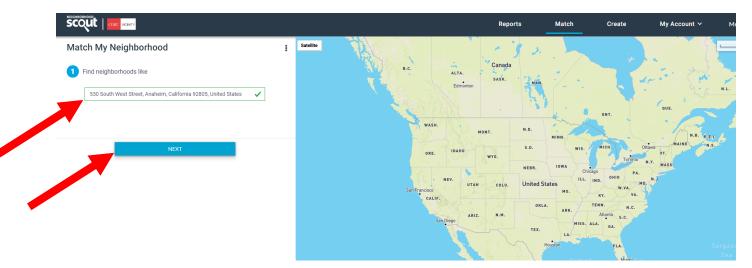
SCOUT VISION[®] REGIONAL HOUSING MARKET ANALYSIS



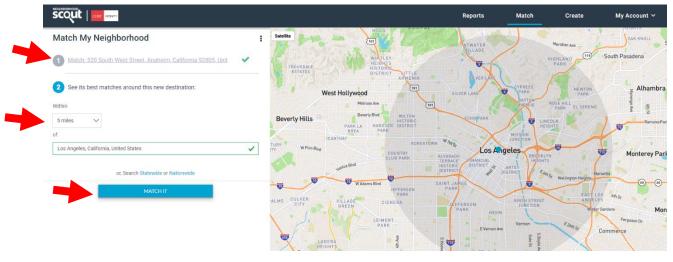
Use the <u>Match</u> or <u>Create</u> Tabs to match your destination location to your origination location or select specific traits and characteristics that you'd prefer in your new neighborhood:



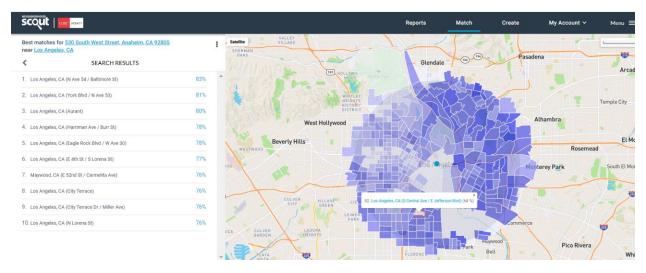
For the <u>Match</u> function, click on <u>Match</u> and then enter a city or address to find neighborhoods like them in your new area then click Next:



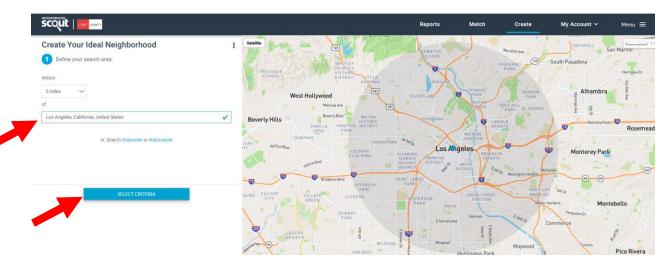
Next select the radius drop down and enter in a specific address or city to match (typically will be in/near your destination location) and then click "Match It."

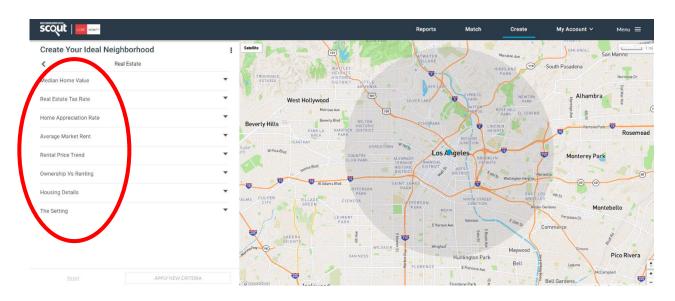


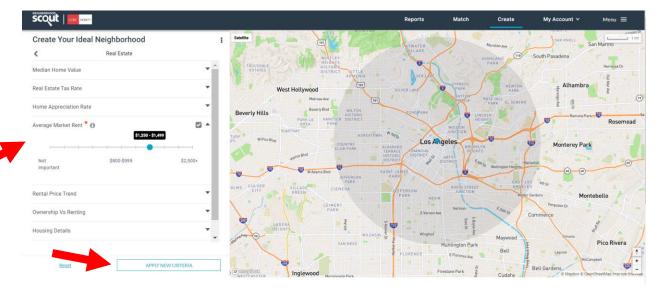
Now you will be presented with a list of "matches" based on the origination and destination information you've entered. At this point follow all the above steps to view this info on a micro/granular level. You'll be able to scroll through all the tabs we previously mentioned as well.

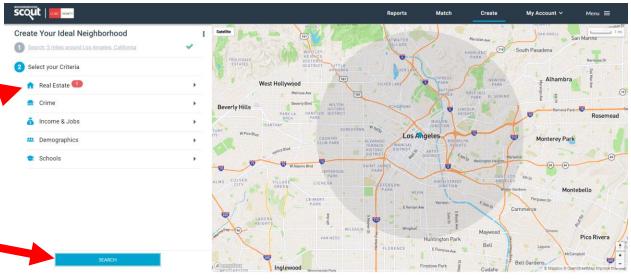


The <u>Create</u> Tab offers you the ability to search for areas using filters. See below. Once completed, follow the same steps as above to view area details:









			Reports	Match	Create My Account	✓ Menu ≡
Best matching neighborhoods <u>near Los Angeles, CA</u> based on <u>1 criteria</u>	Satellite SHERMA DAKS		Ales, CA (Forest Lawn Dr / Memorial Dr) (0 %)			
SEARCH RESULTS			oundle	111 113	Pasadena	Arcadia
321. Los Angeles, CA (W Sunset Blvd / Echo Park Ave)	51%	TET HOLLYW	Griffith Park	24		Arcaula
322. Los Angeles, CA (Melrose Ave / N Van Ness Ave)	51%	WHITL HEIGH		WHER !!		Temple City
323. Glendale, CA (E Chevy Chase Dr / La Boice Dr)	51%	HISTO				rempte City
324. Los Angeles, CA (E 4th St / S Central Ave)	51%	West Hollywood		Kort	Alhambra	. 77
325. Los Angeles, CA (Silver Lake Blvd / Berkeley Ave)	50%	Beverly Hills		LEI-	Rose	Et Mont
326. Los Angeles, CA (Prospect Ave / Talmadge St)	50%			F CA-		
327. Los Angeles, CA (S Hoover St / W 28th St)	47%			YA	Monterey Park	South El Monte
328. Los Angeles, CA (Monterey Rd / Wheeling Way)	44%			1/24		
329. Los Angeles, CA (Russell Ave / Rodney Dr)	43%	CULVER CITY GREEN CI				1
330. Los Angeles, CA (S Vermont Ave / W 6th St)	43%				commèrce	
	lice	CULVER LADERA GARDEN HEIGHTS			vood	I A
		PLAYA	FLORENC	Bel Bel	Pico Rive	era Whitti
* (32 33 34 35) *		Inglewood	Firestor	e Park	Bell Gardens	
321 - 330 of 366	@ meple				e Mageo	Santa Fe
		1005	Metch's 0%			

Please copy your CSC on all emails to your Assignee. Post tour, please notify your CORT CSC on which properties you visited on tour day by adding properties to Inventory via Identify Inventory (noted above), Uploading a document to the Homefinding section or listing properties in the Homefinding comments. Also, be sure to complete the Property Leased section with the Assignee's new address.

ENTRAL					
love Event #22			\mathbf{N}	•	Save
	nati, OH Move Date: 10/29/2022	Explore			
Departmen	nt of Motor Vehicles				Active
		Scheduled Date	Itinerary Sent Date		
	3.00	mm/dd/yy/y	mm/dd/yyyy		
	Date Complete	Comments			
	mm/dd/yyyy	Comments			
Social Secu	urity/Government ID Assistanc	ce			Active
	•	Scheduled Date	Itinerary Sent Date	1	
		mm/dd/yyyy	mm/dd/yvyy		
		,		5	
	Date Complete	Comments	\ \		
	mm/dd/yyyy	Comments			
	mm/dd/yyyy	Comments			
Homefindi	mm/dd/yyyy	comments			Active
Homefindi		comments Scheduled Date	Itinerary Sent Date	±	Active
Homefindii	ing Assistance – Rental Only		Itinerary Sent Date	±	Active
Homefindi	ing Assistance – Rental Only Hours	Scheduled Date mm/dd/yyyy			Active
Homefindi	Ing Assistance – Rental Only Hours Date Complete	scheduled Date mm/dd/yyyy Comments			Active
Homefindi	ing Assistance – Rental Only Hours	Scheduled Date mm/dd/yyyy			Active
Homefindi	ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy	scheduled Date mm/dd/yyyy Comments Comments	mm/dd/yyyy		Active
Homefindi	Ing Assistance – Rental Only Hours Date Complete	scheduled Date mm/dd/yyyy Comments comments			Active
Homefindi	ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy	scheduled Date mm/dd/yyyy Comments comments ntory pry	01/27/2023	01/27/2023	Active
Homefindi	Ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy Identify Invert Send Inventor Inventory Apj Create Itinera	Scheduled Date mm/dd/yyyy Comments comments ntory pry proved ary	01/27/2023 Pending	01/27/2023 N/A	Active
Homefindi	ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy Identify Invert Send Inventor Inventory App	Scheduled Date mm/dd/yyyy Comments comments ntory pry proved ary	C mm/dd/yyyy 01/27/2023 Pending Pending	01/27/2023 N/A N/A	Active
Homefindi	Ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy Identify Invert Send Inventor Inventory Apj Create Itinera	scheduled Date mm/dd/yyyy Comments Comments comments pry pry proved ary inerary]	C mm/dd/yyyy 01/27/2023 Pending Pending	01/27/2023 N/A N/A	Active
	ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy Identify Invert Send Invento Inventory App Create Itinera [New Iti	scheduled Date mm/dd/yyyy Comments Comments comments pry pry proved ary inerary]	01/27/2023 Pending Pending Pending	01/27/2023 N/A N/A N/A	Active
Schooling A	ing Assistance – Rental Only Hours Date Complete mm/dd/yyyy Identify Invento Inventory Apy Create Itinera [New Iti Send Itinerary	scheduled Date mm/dd/yyyy Comments Comments comments pry pry proved ary inerary]	01/27/2023 Pending Pending Pending	01/27/2023 N/A N/A N/A	