

Getting Started with SureFund

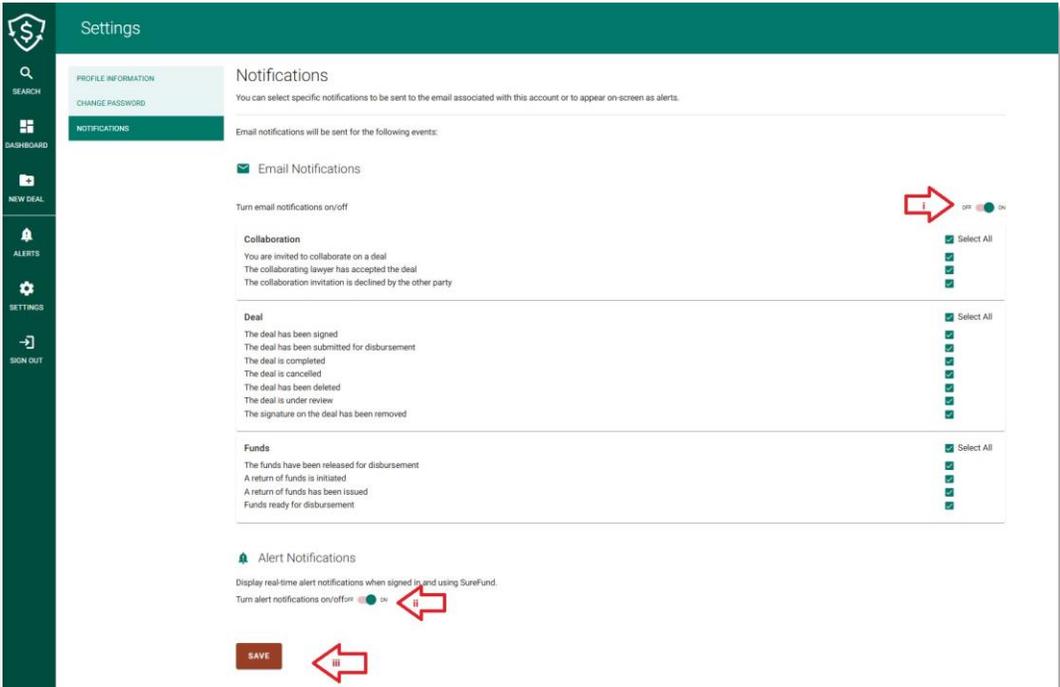
1. Log in via the SureFund Website: <https://www.surefund.ca/>
2. Click the LOGIN in Button and use your existing Teranet Credentials to log in.

NOTE: a Lawyer on your Teranet Account should log in first to accept terms and conditions and set up your firm's trust account in their SureFund profile.

3. Confirm your profile preferences by clicking Settings in the left panel:
 - Under Profile Information ensure that your email and phone number are correct
 - Under Notifications, turn on email notifications using the toggle:



- ✓ Review the notification options to ensure that you are quickly notified about relevant updates to your deals.
- ✓ Turn on real-time alerts for in-program updates.
- ✓ Be sure to save your changes.



Settings

Notifications

You can select specific notifications to be sent to the email associated with this account or to appear on-screen as alerts.

Email notifications will be sent for the following events:

- Email Notifications**
Turn email notifications on/off ON
- Collaboration**
You are invited to collaborate on a deal
The collaborating lawyer has accepted the deal
The collaboration invitation is declined by the other party
 Select All
- Deal**
The deal has been signed
The deal has been submitted for disbursement
The deal is completed
The deal is cancelled
The deal has been deleted
The deal is under review
The signature on the deal has been removed
 Select All
- Funds**
The funds have been released for disbursement
A return of funds is initiated
A return of funds has been issued
Funds ready for disbursement
 Select All

Alert Notifications

Display real-time alert notifications when signed in and using SureFund.
Turn alert notifications on/off: ON

SAVE

4. Set up a wire transfer template directly with your bank.

Our friendly Customer Service Agents are available to help you!

Monday to Friday from 8:00 a.m. to 6:00 p.m. at **1-888-417-4818** or **help@surefund.ca**

We will be happy to help you with any questions you may have along the way!