Laredo Connect Profile Set Up

Laredo Connect allows Users to have access to Laredo Activity in real time, view charge invoices and escrow statements, set up account alerts and many other features.
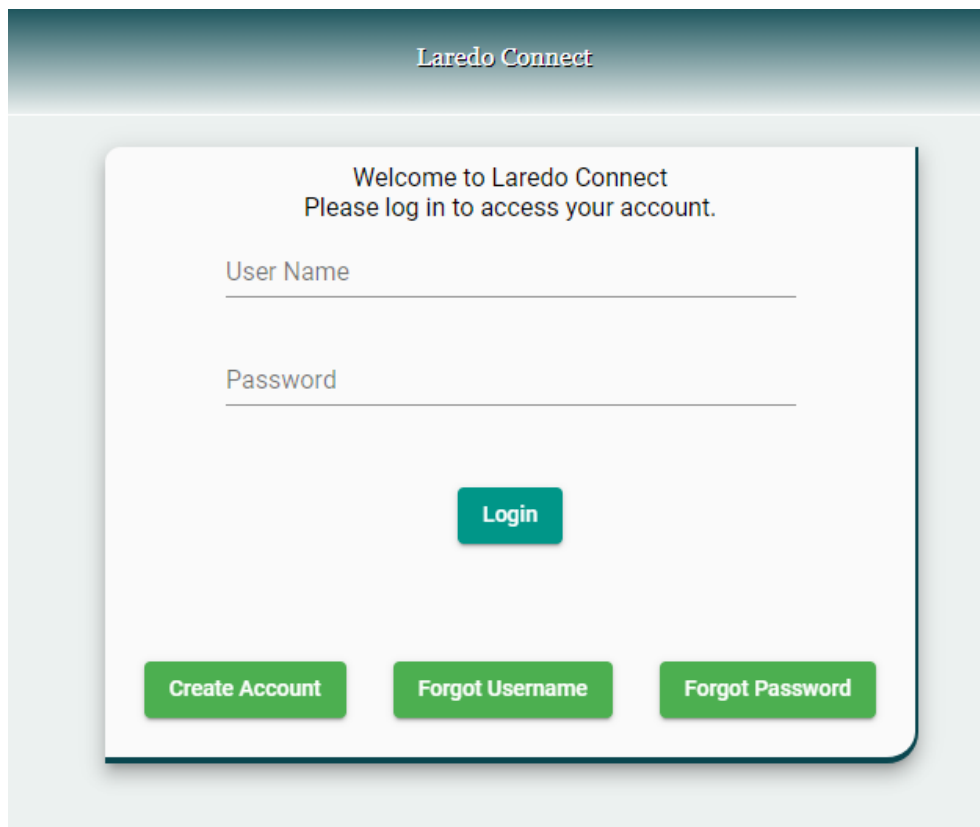
Set up takes less than 5 minutes. Follow the prompts on the screen during the process or refer to the steps below. Fidlar Support is available to help as well. Call, email or chat and we can help you get set up! 563-345-1283, ask for Customer Support or email at support@fidlar.com

Note: To receive charge invoices or escrow statements electronically or see Laredo activity you must have a Laredo Connect Profile set up.

Laredo Connect Webpage:

https://connect.laredoanywhere.com

Click on the **CREATE ACCOUNT** button on the bottom of the login screen to begin creating a Laredo Connect Profile.

Complete the following information and click **CREATE ACCOUNT** when finished.

Note: This login information is *NOT* a current Laredo Username/password. This is separate and is only for logging into the Laredo Connect webpage. However, it may be the same as a Laredo account if desired.

Login Information

User Name | Confirm User Name

This is not the same account you use for Laredo, although you may use the same user name.

Password | Confirm Password

Primary Email Address | Primary Mobile Number

We will use this information for important account actions such as resetting your password or verifying your identity.

Mailing Address

First Name | Middle Name | Last Name

Company Name

Address 1 | Address 2

Address 3 | United States

City | State / Province | Postal Code

Notifications

Default E-Mail Address | Default Mobile / SMS Number

We will use this information for account notifications such as invoice availability and low balances.

Create Account   Cancel

When the log in information has been entered and the **CREATE ACCOUNT** button is clicked, the Welcome screen will provide the next steps that are listed below. See below for screen shots of each set up step.

1. Access the inbox of the email address listed to complete the final steps of the Profile set up.
2. Clicking on the link in the verification email advances you to the completion screen. This confirms that the account set up is complete and provides instruction to begin linking counties to the Laredo Connect Profile.
3. Click the **ADD COUNTIES** button to begin linking Laredo Users to the Laredo Connect Profile.
4. Select the appropriate county from the Link New Account drop-down list.
5. Under Laredo Accounts, click on the appropriate Add link to add a Laredo User. The Laredo user name and password are required.
6. Enter the Laredo user name and password for the User being linked to this profile.
7. To add multiple Laredo users to a profile, follow steps 4, 5 and 6 for each user. User can also be added by accessing the Account tab from the Home Screen or click on Link County on the Home Screen.

1. Welcome Screen:

Welcome to Laredo Connect!

We've made it through the hard part, but there's still a few things to do!

We have sent an e-mail to FidlarTech350@gmail.com to make sure everything is working. Please click on the link in that e-mail and we'll confirm your account. We need you to click on that link in the next **48 hours**. If you do not receive the e-mail, check your Junk or Spam filters. You can also call our support at 800-747-4600.

Next Steps

To get the most out of your Laredo Connect account you need to link it up to the counties you conduct business in.

Laredo Users

You can link your Laredo User accounts by going to the Counties Tab in Account Information and authenticating with your Laredo Login. You can link all of your Laredo accounts under this one Laredo Connect account.

Escrow Users

If you record documents at a county with Escrow you can call or visit your county who can link your existing customer account with your new Laredo Connect account. Just tell them your user name (**FidlarTech**) and they can do the rest. The contact information for each county that participates in Laredo Connect can be found on the Counties Tab in Account Information page.

After linking your accounts you can view invoices, report on activity, make payments, and more.

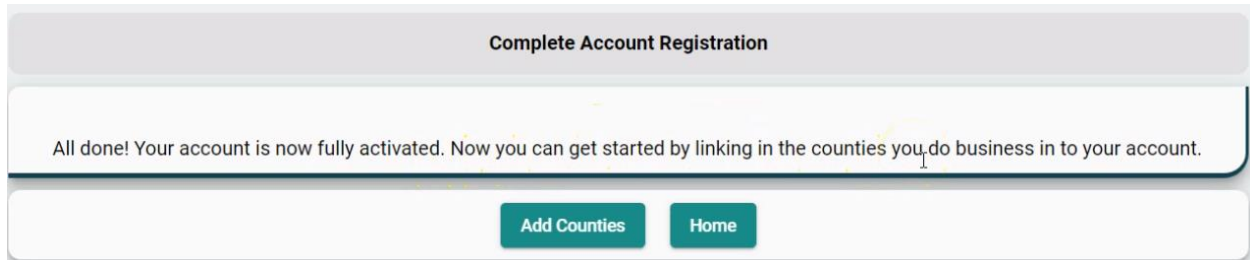[Go to gmail.com] [Add Counties] [Home]

2. Verification Email:

Click link within the verification email to advance to the Completion screen.
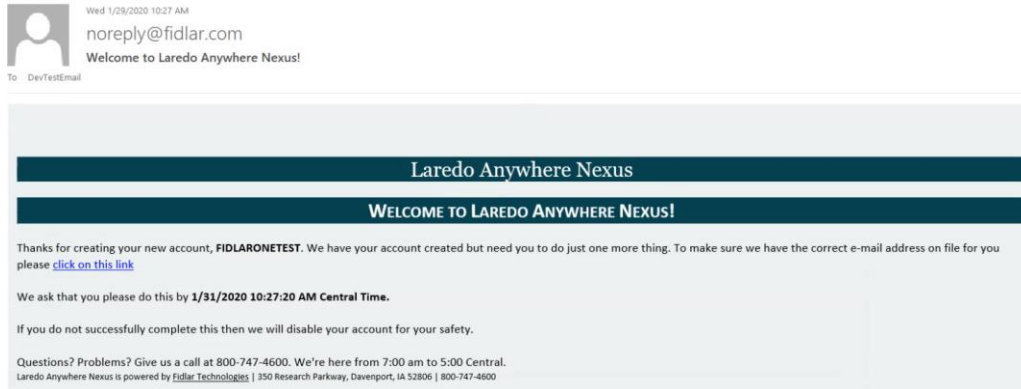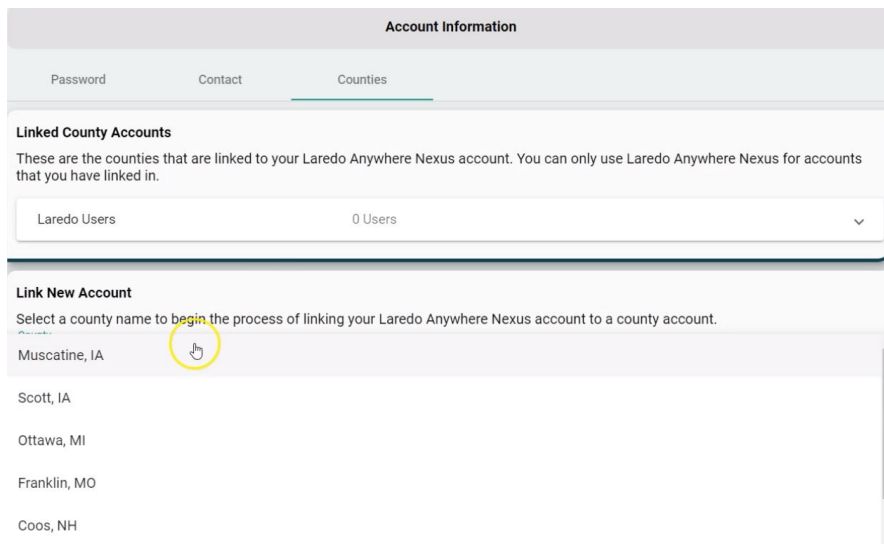

3. Completion Screen:

Click the **ADD COUNTIES** button to select a County to link to the Laredo Connect Profile.

4. Link New Account Screen:

Click on the appropriate County in the list of available counties in the Link New Account drop-down list.

5. Add Laredo Account:

Under Laredo Accounts, click on the appropriate Add link to add a Laredo User Account. The Laredo user name and password are required to link a Laredo user to a Laredo Connect profile.

Link New Account

Select a county name to begin the process of linking your Laredo Anywhere Nexus account to a county account.

County

Dane, WI

Laredo Accounts	Escrow Accounts
To link a Laredo Account you can authenticate with your Laredo user name and password for Dane, WI.	To link an Escrow Account you will need to contact Kimberly Albrecht at kima@fidlar.com.
Add Dane, WI User	

6. Laredo user name and password:

Enter the Laredo user name and password for the Laredo Account being connected.

Multiple Laredo Accounts can be connected to a profile.

Add Laredo User from Dane, WI

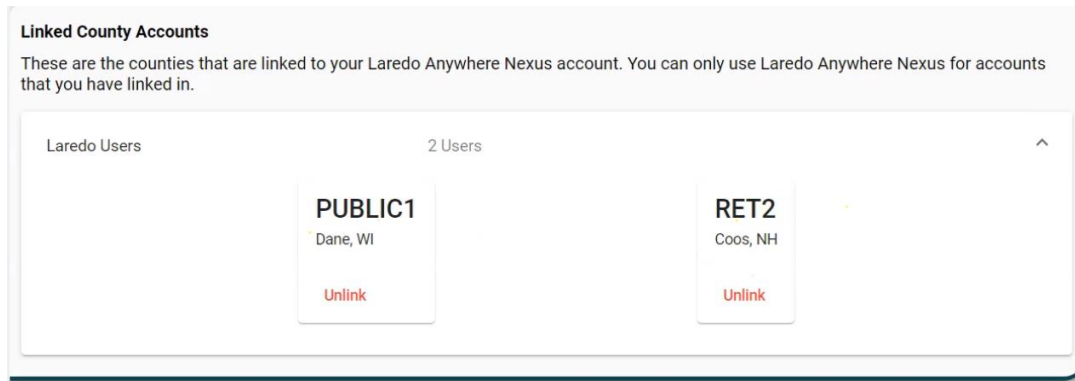Enter the Laredo User Name and Password for your account in Dane, WI

Laredo User Name

public1

Password

•••••••

Add   Cancel

7. Linked County Accounts:

All linked accounts can be viewed and accessed from the Linked County Accounts screen.

Home Screen

The Home summary page provides easy access features using the top menu bar or using the green shortcut links withing the detail boxes.

If you do not complete the above steps all in the timeframe of your initial log in, you can add the county and users by using either the Account Tab in the top menu bar and completing the above steps from there, or you can click on the green Add County link in either the Escrow Balance Summary box or the Laredo Summary box.