

**Your Step by Step guide on how to follow the progress of your equity release transaction on the internet**

***Steps 1-7 - An initial procedure that will only have to be completed ONCE***

**STEP 1** Log on to our website at [www.equilaw.uk.com](http://www.equilaw.uk.com)

**STEP 2** On the home page click the box CASE TRACKER

**STEP 3** You will now arrive at the CUSTOMER LOGIN page.

Click on OPEN A NEW ACCOUNT

You will now be asked via our on-line form, to input certain information.

Please follow steps 4-7 to set up your personal account.

**STEP 4** Please enter the two codes

Enter SOLICITOR CODE

Equilaw

Enter solicitor SECURITY CODE

agent

**STEP 5** Now choose a USER NAME and a PASSWORD. You will not be able to use a user name or password that has already been taken by someone else as they are unique to you. *(Hint Your User Name and PASSWORD should be something you will remember easily)*

Choose a USER NAME: \*

ENTER A USER NAME IN THIS BOX

Choose a PASSWORD: \*

ENTER A PASSWORD IN THIS BOX

Please re-type your PASSWORD:\*

RE-TYPE YOUR PASSWORD IN THIS BOX

Your first name:\*

TYPE YOUR FIRST NAME IN THIS BOX

Your surname: \*

TYPE YOUR SURNAME IN THIS BOX

**STEP 6** To help your solicitor identify you, please enter the details of your property

Enter our reference (found on any of our letters to you)

Enter the FIRST LINE OF THE ADDRESS\*

**STEP 7** If you would like your solicitor to contact you by e-mail, please enter it in the next box:

Please enter your EMAIL ADDRESS:

TYPE YOUR E-MAIL ADDRESS IN THIS BOX

Enter solicitor SECURITY CODE

Now click on the PROCEED BUTTON

***Having completed steps 1 to 7, your on-line account will be activated by the next working day. You can then follow the progress of your equity release on-line 24 hours a day, 7 days a week.***

**STEP 8** To follow the progress of your equity release simply log on to [www.equilaw.uk.com](http://www.equilaw.uk.com) and click on the CASE TRACKER. You will now arrive at the CUSTOMER LOGIN page.

Enter your chosen USER NAME

TYPE YOUR CHOSEN USER NAME IN THIS BOX

Enter your chosen PASSWORD

TYPE YOUR CHOSEN PASSWORD IN THIS BOX

Press the LOGIN button