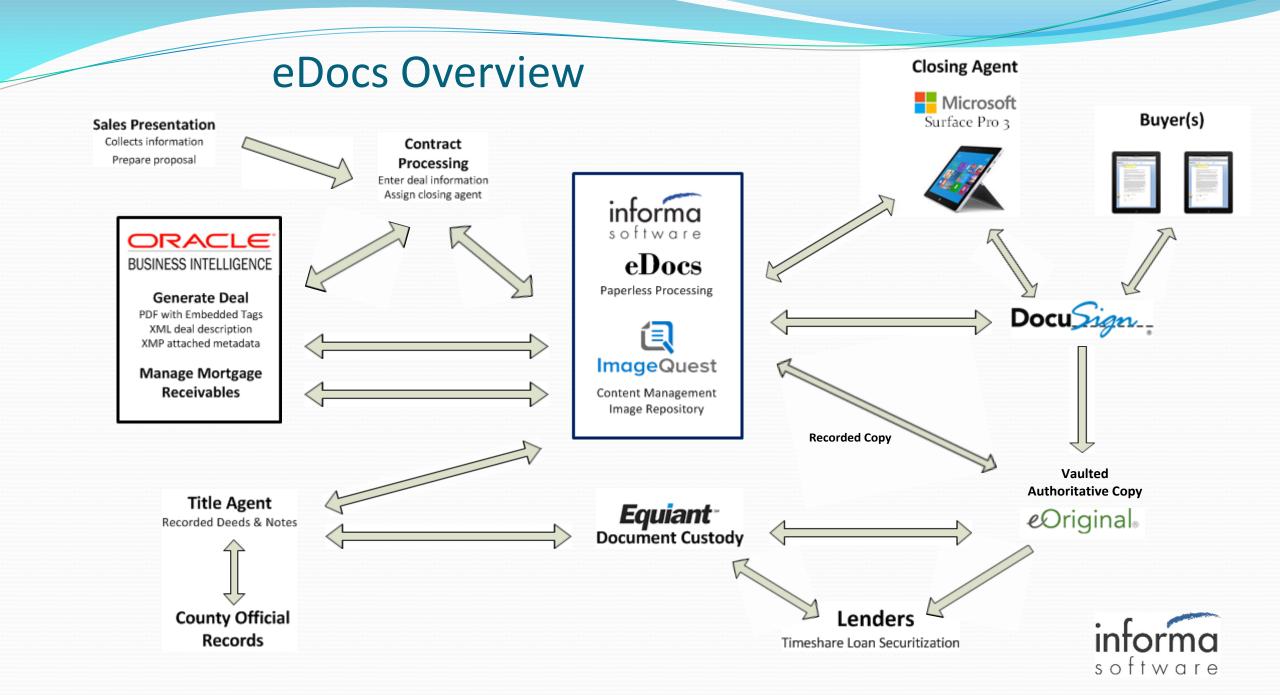
Timeshare eDocs



Solution Overview





Timeshare System

- Timeshare System generates contract data files from Oracle BI
 - XML-based metadata describing contract and parties
 - PDF contract documents
 - Invisible text to mark signing areas
- XMP data for metadata extraction to external processes
 - Created from same data source as PDF
 - Rich data supports custodian and eRecording
 - Embedded in the PDF document itself
 - Digitally signed PDF prevents alteration
 - Can be validated and exported by custodian tools
- Update Timeshare with captured data
 - ie. marketing opt out



Timeshare Experience Workflow -1

- 1. Sales floor closes sale and collects buyer and deal info to contracts processing for entry into Oracle BI
- 2. Oracle outputs deal documents as PDF with tagged DocuSign fields
 - a. Sent to polled folder for delivery to Informa eDocs application
 - b. Accompanying XML file contains metadata for indexing and control
 - c. XMP data embedded in the PDF for vaulting, recording and custodial use
- 3. eDocs initiates signing session on presenter (deeder) and buyer tablets and delivers tagged documents to DocuSign control
- 4. eDocs manages signing session
 - a. Documents delivered to presenter tablet (Microsoft Surface Pro 3)
 - b. Informa-developed Windows 8.1 app optimized for sales presentation with pen based annotations and document control
- 5. Each buyer is given a tablet with a browser based app to view documents and apply their signatures with all access to documents controlled by the deeder



Timeshare Experience Workflow - 2

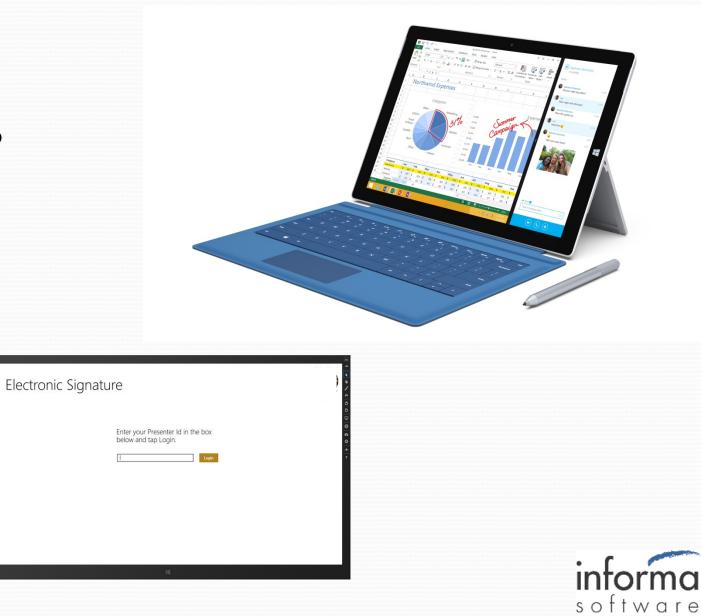
- 6. Notarization and witness signing is presented electronically as required
- 7. Completed documents are stored in DocuSign
 - a. Local copy stored in ImageQuest
 - b. Buyer take home documents are available via USB, CD or printed copy
- 8. Recordable documents such as deeds and notes are delivered from DocuSign to eOriginal for vaulting of Authoritative Copy
 - a. Vaulted documents are designated via tags from Oracle
 - b. Securitization required metadata is stored in XMP data incorporated in vaulted PDF
 - c. Watermarked non-authoritative copy is retained in ImageQuest for customer internal access
- 9. For eRecording of Documents with County
 - a. Oracle query designates accounts for recording
 - b. Documents are retrieved from ImageQuest, converted to TIFF images and queued in Informa developed submitter application
 - c. Trial balance transmitted to Title Agent for processing
 - d. Documents transmitted to County for eRecording using Informa submitter application
 - e. Recording process is monitored and completed transactions are retrieved by submitter application and added to eOriginal vault



Presenter Tablet

- Microsoft Surface Pro 3 Windows 8.1 app
- Controls buyer signing experience





Presenter Tablet

- Full size paper-like display for presentation
- Intuitive gesture controls for presenter

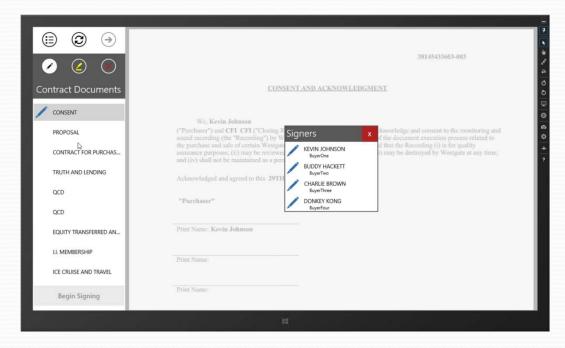
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Presenter Tablet



• Dashboard for signing progress



• Pen input for on-screen annotations



DocuSign eSigning

- DocuSign hosts signing experience
- Oracle generates PDF documents with invisible "anchor text"
 - Flexible placement of signature tabs
- Signature, initials, name, date and checkbox fields
- DocuSign guided signing experience
 - "tap to sign"
 - Captures all required signatures
 - Controlled focus on document areas
- Informa eDocs interaction is via the DocuSign API

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Buyer Tablets

- Displays document for buyer signing
- Browser based device independent signing experience
- Presenter sends document to device
 - Wait screen presented until action is required
 - No scrolling through documents
- DocuSign guided signing experience
 - Adopt signature once, then "click to sign"
 - Rapid signing progress
- Each signer has own tablet





Notarization & Witness

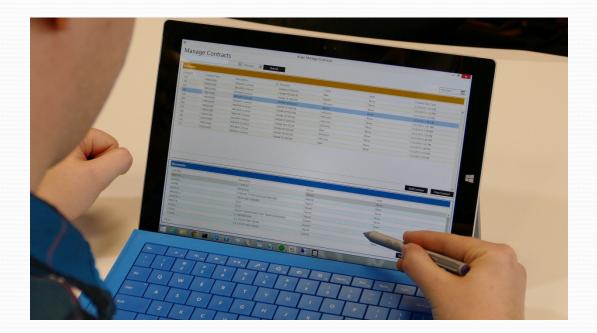
- On premise notarization and witnessing
- Click to notarize or witness
- Notary seal applied to document
- Complies with State notary requirements

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ImageQuest Document Repository

- On-site repository for:
 - Signed completed documents
 - Reference copy of vaulted docs
 - Stamped docs from County recording
- Central repository interface to external applications
 - Queueing for document delivery to mobile signing devices
 - Data source for process monitoring dashboards





Paper Scanning Input

- Miscellaneous paper capture
 - Floor plans
 - Handwritten proposals
 - Driver's License
 - Credit card receipts
- Shown in presentation experience and/or included in take home CD or USB

Back-office Signing

- Batch signing of documents in back-office
 - Counter party signatures
 - Warranty Deeds, etc.
 - Include notarization and witnessing

Take Home Collateral

- Take home output is print, USB, or CD
- USB direct from presenter device
 - Multi-media marketing material
 - Property-specific Public Offering Statement





County Official Records

- eRecording interface to County Official Records office
- Uses PRIA XML-based standards
 - Property Records Industry Association
 - Broad compatibility with recording systems
- Submitter portal developed by Informa
 - Extracts recordable items from document set
 - Presents query results to Title Agent for due diligence
 - Batch creation/management for submittal to County
 - Eliminates 3rd party transaction fees





For more information:

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