

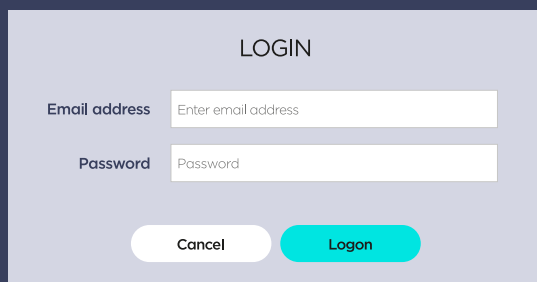
SUBMISSION ROUTE.

Here are **4 simple steps** to select your preferred Mortgage Club(s).

If you are not already registered with us, please do so first at themortgagelender.com

STEP 1 LOG ON TO THE PORTAL

Visit themortgagelender.com/login-portal



LOGIN

Email address

Password

STEP 2 SELECT USER PROFILE

From the top menu bar, select **User Profile**.



STEP 3 ADD OR REMOVE SUBMISSION ROUTES

Select **Change My Submission Route List** from the options available.

What do you want to do?

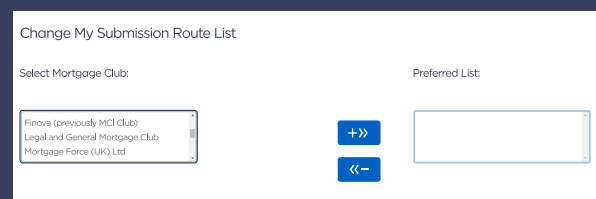
- ☐ Change My Password
- ☐ Change My Address Details
- ☐ Change My Contact Details
- ☒ Change My Submission Route List
- ☐ Change Allowed Access Rights

STEP 4 SELECT YOUR PREFERRED ROUTE

The Mortgage Clubs available on our distribution panel will show here – click on the Mortgage Club you want to use.

Click the **+>> arrow button** to add the selected Clubs to your preferred list. To save your changes, re-enter your password.

(To remove a Club, click the relevant Club showing in your preferred list and click on the **<<- arrow button** to remove them from your list).



Change My Submission Route List

Select Mortgage Club: Preferred List:

Legal and General Mortgage Club
Mortgage Force (UK) Ltd

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