remine
docs+

Most platforms don't offer significant improvements over the traditional document management and signing process; PDF is simply the new paper, e-signature is the new pen and email is the new fax machine.

Docs+, however, is a true shift forward. It integrates the entire transaction process — from document creation to back-office submission and review — into one intuitive, cloud-based collaborative tool.

Contracts are the cornerstone of any real estate transaction. With Docs+'s sophisticated smart form technology, creating contracts and getting them signed takes minutes. Creating, signing, collaborating and distributing documents is a breeze.

KEY FEATURES

Document Packages
Document Packages are fully customizable, "templated" collections of prefilled forms that make offer generation quick and easy.

Clause Kits
Repeatedly adding clauses/stipulations to documents one-by-one is arduous and can lead to costly errors. Agents can save time with Clause Kits — collections of clauses curated by agents, brokers, their associations or MLSs that can be added directly to contracts in a few clicks.

Smart Form Technology
Transaction documents are "linked" to save time on repetitive field entries. Save additional time with automatically integrated signature and initial fields for all parties. Warnings and alerts highlight potential errors prior to sending and signing, preventing needless mistakes and potential amendments.

Multi-party Collaboration
All parties involved can make in-line changes in one cloud-based, collaborative document.

Notifications and Highlights
Automated email notifications give agents peace of mind and keep them engaged in the transaction's progress. Smart Form highlighting makes reviewing the changes made by cooperating agents quick and easy.

Document History
Docs+ offers an easy-to-access in-app edit/change summary and a downloadable audit report where every signature, initial and edit is meticulously logged and tracked from start to finish.
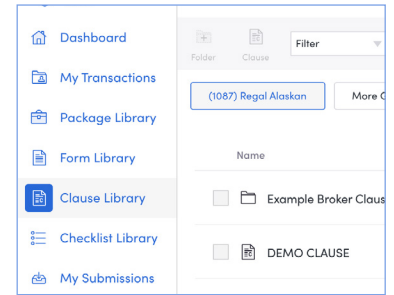
Admin and Broker Features
Brokers and admins can easily distribute fully customizable Checklists, Clauses and documents.
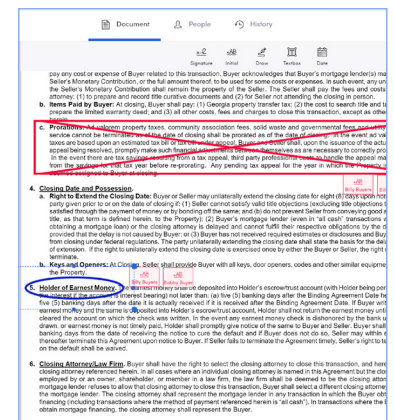
DOCS+ FEATURES

For Brokers & Agents

- Form Library
- Cloud Storage
- Unique Transaction Folder Email
- Listing Input Form - Integration with Remine's Add/Edit (Coming Soon)*
- Create Transaction in Remine Listing
- Impersonation
- Checklist / To-Do Feature
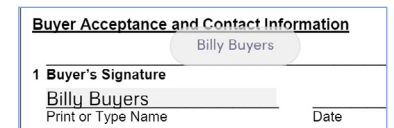- Clause System - Personal Library

PDF Markup Tools

- In-App Guided Tour
- Form Preview Before Adding to Transaction
- Clause System - Search & Insert
- Various Droppable Elements (i.e., Strikethroughs)
- Crossed Out Rectangle/Redact Element
- Ellipse Element
- Freehand Element
- JPG/JPEG Edit Mark-up Support
- Doc/Docx Mark-up Support
- Rotate PDF Pages
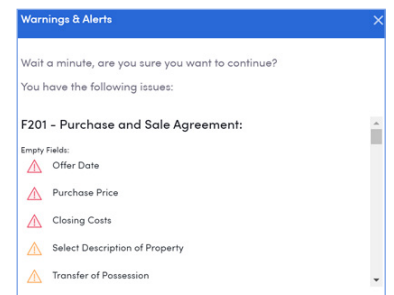- Split PDFs into Separate PDFs

e-Sign

- Auto-Embedded Signature & Initial Tagging (Not PDF templating)
- Signing Sequence or Simul-Sign
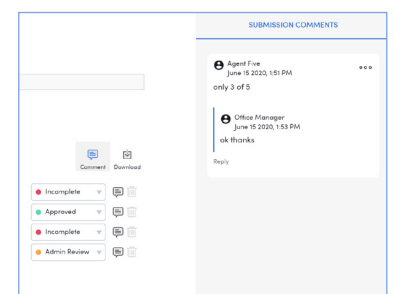- Sign in Person
- Email Notifications

Smart Form

- Cloud-Based Negotiation (Multi-party Collaboration)
- In-Form Change Highlighting (Negotiation Tracking)
- Signature Wiping (Result From Negotiation)
- MLS Info & PRD Data Pre-Population
- Important Date Validation (i.e., Closing Date)
- Revision Tracking & History / Audit Report
- Alerts & Warnings Notifications (Red & Yellow)
- Clause System - Action Clause Functionality

Broker/Admin

- Announcements (Coming Soon)
- Admin/Agent In-App Submission Commenting
- Submission Review by Admins
- Form Branding
- Email Branding
- Clause Library, Template and Distribution
- Checklist Library, Build and Distribute
- Document Packages, Form Prefilling & Distribution

*May not be available in some markets

DOCS+ BUY-SIDE WORKFLOW

Create a Buyer Representation Agreement if working with a new client. If making an offer, create a transaction using the MLS number (auto-populates from MLS & PRD). Agents can also create a transaction from the Property Details page in Remine.

E-sign documents and send out to all parties for signing with either simul-sign or our signing sequence feature. All signing and initialing locations are automatically embedded in the forms. The agent receives emails alerting them when each client has finished signing.

Cooperating agents can easily review the offer and provide a counteroffer by editing fields in the live document directly — no need to mark up, add strikethroughs or edit initial tags. All interactions are logged and tracked in the history view and audit report.

Buyer's agent receives the counteroffer back with all changes made by the opposite party highlighted in the document. Buy-side can accept the offer by merely signing changes made.

Agent can then easily share the completed documents to all parties directly from the app.

Submit paperwork and checklists to the back-office admins for review using the submission process. Brokers and admins can define what the agents submit to ensure a complete submission.

Agent can add comments to their submissions to inform their admins of omissions or corrections needed. Likewise, admins can also communicate with the agent using the in-app comments. This feature ensures a clean and concise submission review process.

Add any subsequent forms (i.e., amendments, addenda, waivers) to the transaction. Document linking and actioning clauses make this a speedy process.

Create a listing agreement (can be expedited by using a listing package) and Docs+ will prefill certain information from property tax data.

Each folder has a unique email, making it a snap for the listing agent to receive attachments (i.e., floor plans, plats, photos) via incoming email. With our unique Transaction Email functionality, attachments received via email are automatically added to the property's transaction folder.

Create the listing in Remine Add/Edit or your existing platform. Listing input forms can also be created and sent out to the sellers for signing.*

* Coming Soon: Input forms will also be able to populate Remine Add/Edit and vice versa, dramatically reducing the manual data entry process needed when creating listings. May not be available in all markets.

Incoming offers (if made by another Docs+ user) will automatically be received directly to the listing agent's Remine account.

Incoming PDFs can also be added to a transaction folder and negotiated the traditional way by using our PDF mark-up functionality.
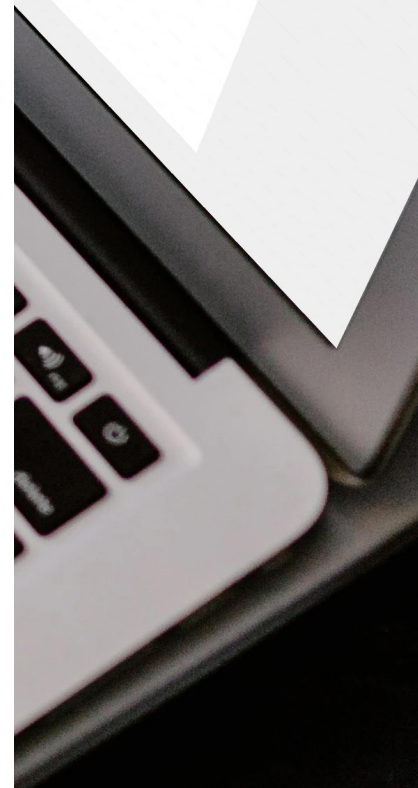
Review and negotiate the offer by directly editing fields in the document or by adding a counteroffer form. Linking makes either option fast and easy. All initial and signature tags are embedded in the document for all parties, making the signing process quick and effortless.

Similar to the buy-side, the listing agent receives emails alerting them of the transaction's progress.

Similar to the buy-side, the listing agent can submit current and future paperwork to their admins using the submission process.

COMPETITIVE DIFFERENTIATORS

Busy real estate professionals require a tool that provides a seamless way to generate and fill forms, a wealth of document storage, and customization options. They also need a simple way to stay alert and compliant while collaborating with all transaction stakeholders.

Docs+ allows agents, admins/brokers, associations and MLSs to customize forms, checklists and clauses/stipulations. Brokers can distribute content to their agents, allowing their agents to create contracts in minutes while ensuring their agents are including the content that's required.
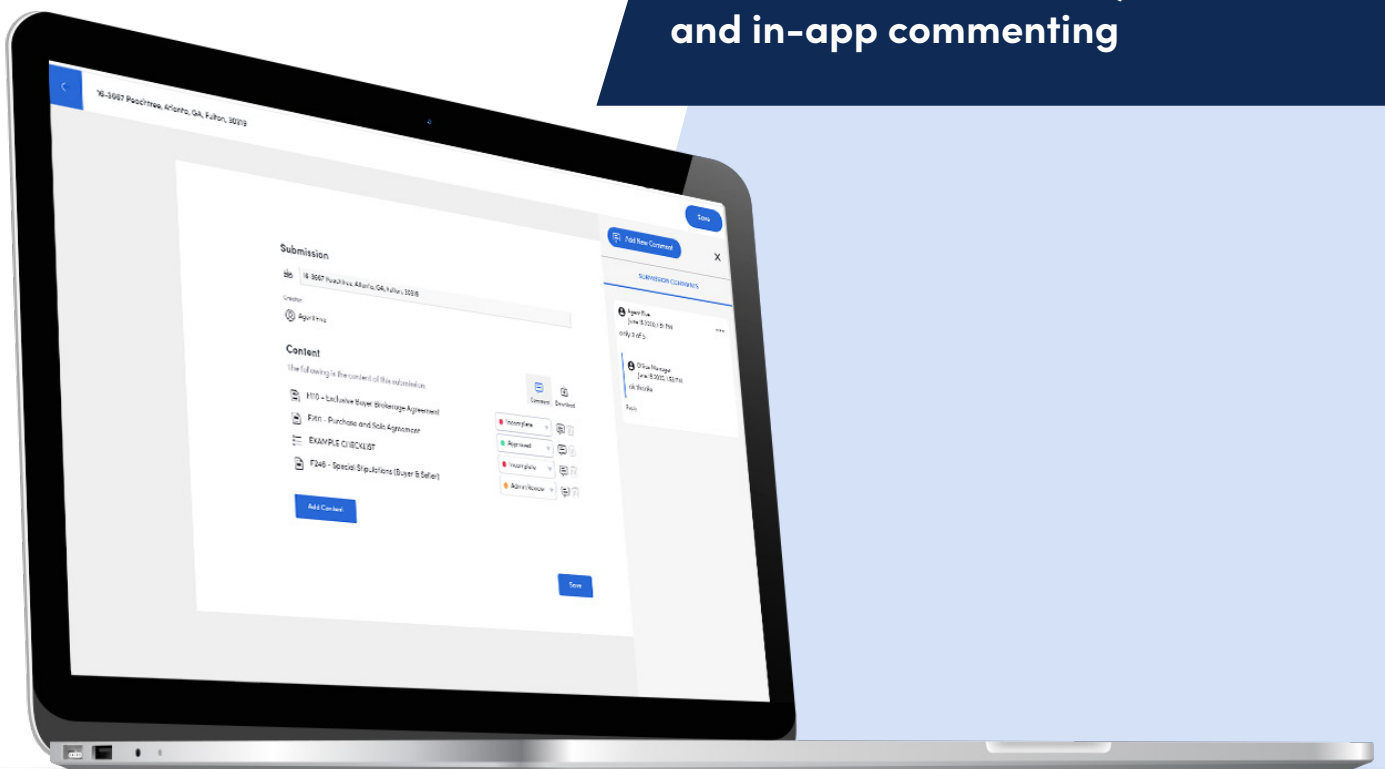
Our Brokerage functionality enables back-office submissions, review, in-app commenting, storage and customization for brokers at no extra charge. When comparing Docs+ to other vendors it is important to iterate that contracts

made with our smart form technology are not typical PDFs — they are cloud-based documents that are live, collaborative and editable.

Docs+ also offers a myriad of features that others do not provide in a single platform, including a sophisticated clause system, fully functional PDF mark-up tool, change/edit highlighting and tracking, document templating and distribution, email and form brokerage branding, checklist builder and distribution, impersonation for agent collaboration and many more.

Remine is committed to empowering real estate professionals with cutting-edge technology. We strive to innovate and support this community by continually gathering feedback and implementing it quickly and effectively.

Back-office submissions, review and in-app commenting

REMINE MLS 2.0

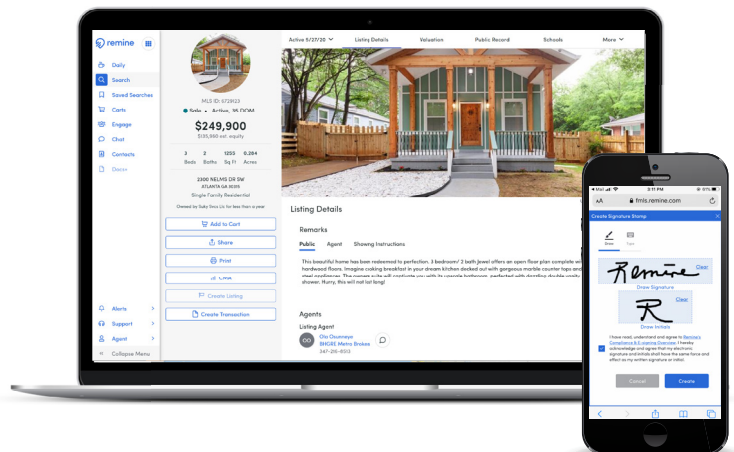# One integrated platform.
One seamless experience.

With the Remine MLS 2.0 platform, we offer MLSs the versatility to create a custom platform to meet their needs. Our platform-agnostic modular solutions can be purchased separately but work seamlessly together.

For example, an agent can look up a listing's Property Details page in Remine Pro, and with a click of a button, launch a new transaction in Docs+. This process auto-populates the listing information into the transaction's document.

Also, all contact records in Remine Pro are available in Docs+ smart forms as suggestions when the agent starts typing a name. Agents can then select a suggested contact and the system will auto-fill their information.

As we continue to build out additional integrations with Remine's MLS 2.0 suite, contracts and e-signatures will become more seamlessly connected to the agent's workflow. In the next few months, we will see our listing input UI in Remine Add/Edit connect and auto-fill listing input forms. This integration will eliminate the need for duplicate data entry.*

The following pages provide examples of how real estate professionals can incorporate Docs+ with other Remine products such as Remine Pro and Add/Edit into their workflows.

*May not be available in some markets

Learn more about our products:
info.remine.com/products

LISTING AGENT WORKFLOW WITH REMINE

Remine Pro

Prospect and find leads using Search & filters

Add leads to contacts

Create branded CMAs for listing appointment

Docs+

Create a transaction when seller agrees to list

Complete and e-sign the listing agreement

Add/Edit

Creating a listing that submits directly to the MLS

(Note: Listing input forms will connect to Docs+ in the future)*

Remine Pro

Create a marketing list using search and contacts

Send mailers with Rocket Print & Mail integration

Stream, record and share a Remine Live Open House

Docs+

Negotiate offer with all parties on cloud-based documents and e-sign using a signing sequence

Submit accepted offer to back office for review

Add/Edit

Close the listing when the transaction is complete

Docs+

Create and e-sign needed amendments or post-sale documents

*May not be available in some markets

BUYER'S AGENT WORKFLOW WITH REMINE

Remine Pro

Invite contacts via Client Engage and offer a free Equifax credit report

Prospect and find leads using Search and filters

Contact prospects using the free contact information

Docs+

Create a transaction

Complete and e-sign buyer representation agreement

Remine Pro

Search for listings and send Saved Searches to the buyer

Track buyer interactions and favorites in Client Engage

Collaborate with the buyer through Chat

Docs+

Submit an offer

Negotiate offer with all parties on cloud-based documents and e-sign using a signing sequence

Submit accepted offer to back office for review

Create and e-sign needed amendments or post-sale documents

Remine Pro

Send mailers with Rocket Print & Mail integration to stay in touch and stay top-of-mind

remine

Learn more about our products:
info.remine.com/products