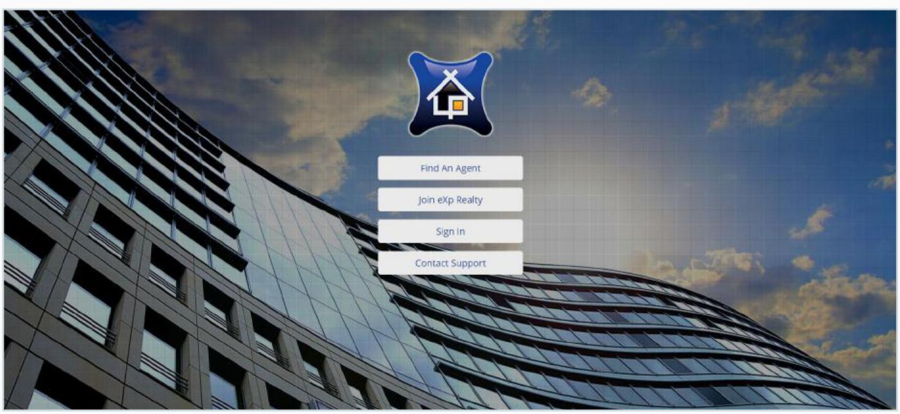
Getting Started with Enterprise

Overview:

Enterprise is eXp's new proprietary platform that manages all of the company's critical processes and information, including agent details, transactions, commissions and revenue share.

Enterprise gives eXp agents and brokers autonomy and greater visibility into metrics and information that's crucial to their real-time needs. Agents can view the current status of their transactions and when commission payments are settled or paid, and brokers can monitor approvals and workflow.



eXp REALTY » Enterprise

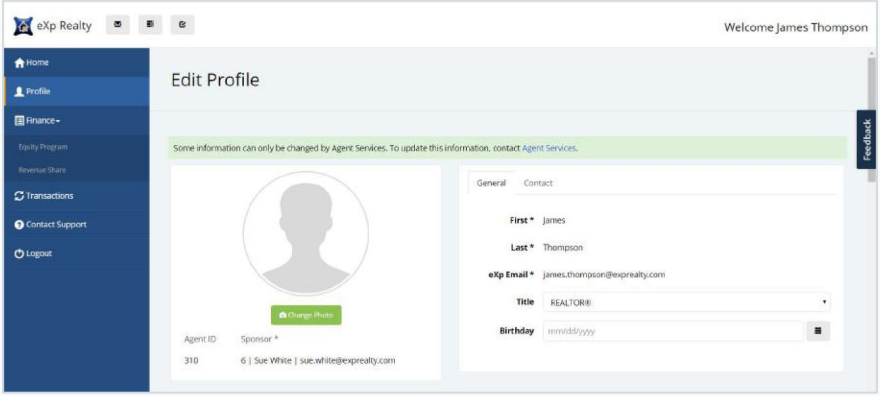
Sign in to Enterprise at www.expenterprise.com and read more here about accessing your:

1. Profile
2. Equity
3. Revenue Share
4. Transactions

Getting Started with Enterprise

1. Signing in to Enterprise

To access Enterprise, go to www.expenterprise.com and sign in with your eXp Realty email account. On your first visit, in the left-hand navigation go to:

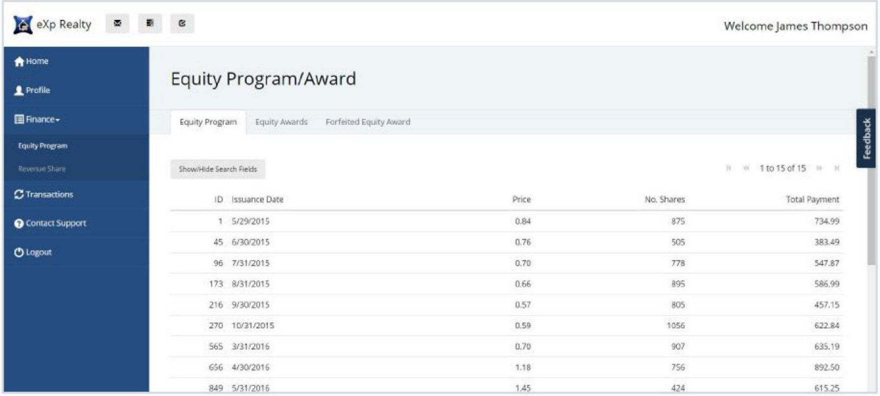


Profile: Make sure your contact information, photo and bio are up to date. These details are used to send out important company information.

1. Click on **Profile**
2. Review profile details
3. You can edit profile details, including photo, phone number, social media accounts, active markets, transaction preferences and bio.
4. Some information can only be changed by Agent Services. To update this information, contact agentservices@exprealty.com or click the Agent Services link at the top of the page.

2. Equity Program

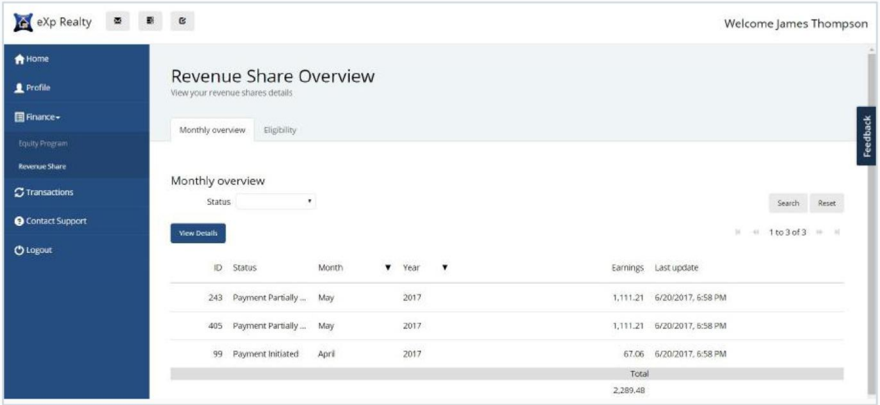
View historical reports of your shares issued under the Agent Equity Program, including agents in your down line.



1. Click on **Finance**, and then **Equity Program**
2. Review the Agent Equity Reward and Awards Full Disclosure
3. Click on Accept & View Equity Reports to see your dashboard.
4. Click through tabs at the top to see equity program, equity awards and forfeited equity awards, if applicable.

3. Revenue Share

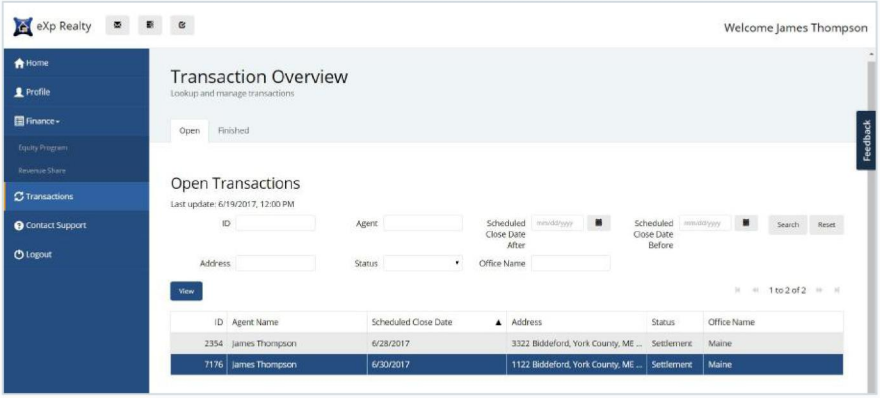
See details about your revenue share, and the agents in your down line and their transactions that went into your payment.



1. Click on Finance, then Revenue Share
2. Click through tabs at the top to see monthly overview and eligibility.

4. Transactions

Look up and view transactions — search by date range, status and more.



1. Click on Transactions
2. Click through tabs at the top to see open and finished transactions.
3. To view more details about a transaction, select the record and double click, or click the blue View button. Then click on the tabs to view contacts, referrals, commission breakdown, documents and disbursement authorization history.

Still have questions about eXp Enterprise?
For assistance, email enterprise@exprealty.com or use the feedback button in Enterprise.