

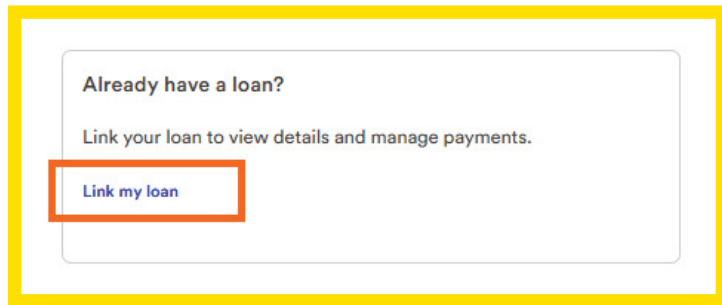
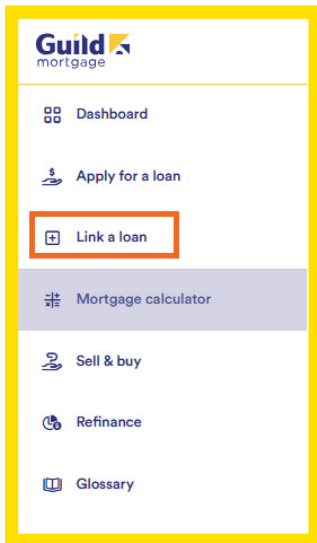


Steps to set up your account

Closing on your home completes the first step of our services to you. Let's start the next phase. This is where we support you through the life of your loan. Follow the steps outlined below to get the most out of your account services with us.

To access your account online go to guildmortgage.com and click **Log in** or click on **Create an account** on the upper right to register for an account.

STEP 1 Link your loan if you have more than one loan with us by clicking one of the links below



Scan Me



Get started by scanning the code.



Brian Swanson

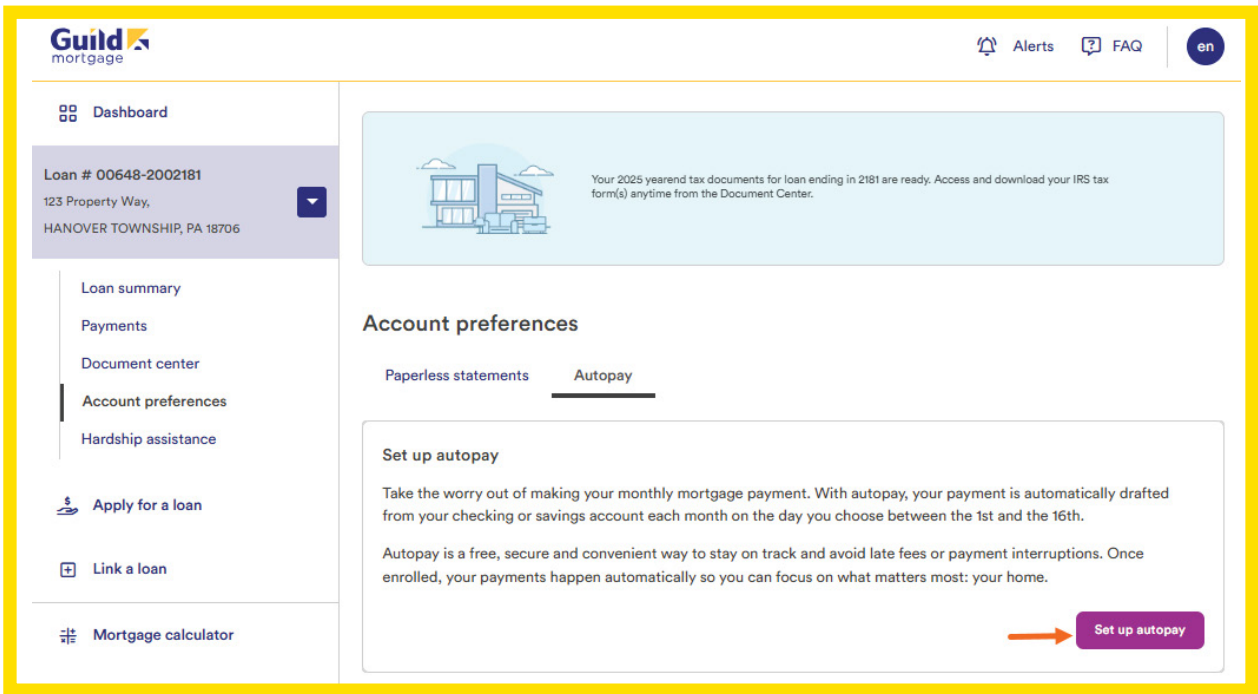
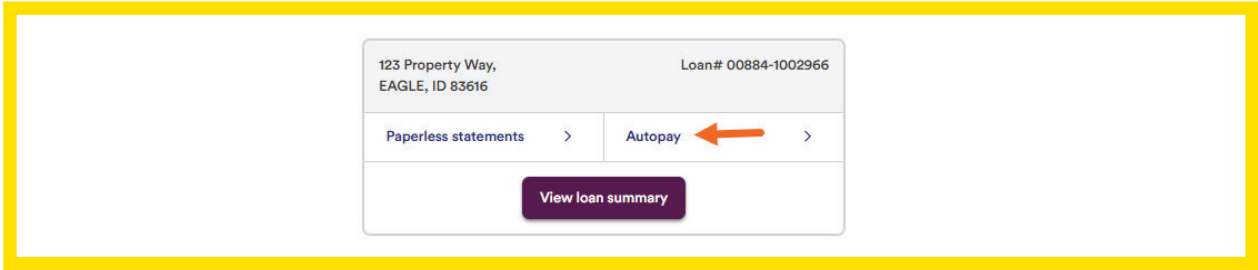
Branch Manager
NMLS ID# 400119
1603 22nd Street
Suite 102
West Des Moines, IA 50266
O: 515.988.3866 | M: 515.988.3866
515mortgage@guildmortgage.net

Apply Online
guildmortgage.com/brianswanson



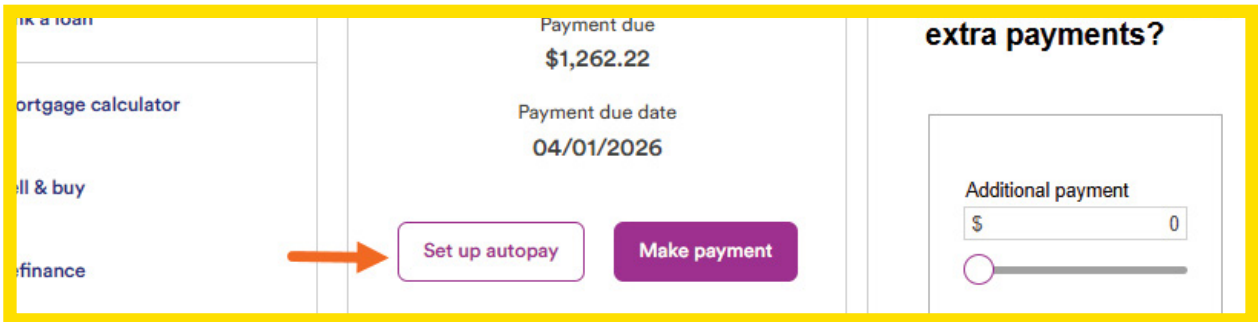
STEP **2**  Set up Autopay (recommended)

Go to **Account Preferences** on the left navigation menu, under **Autopay** select **Set up autopay** (see the screenshots below)



OR

Go to **Payments**, and under the **Make Payment** tab, select the **Set up autopay** button



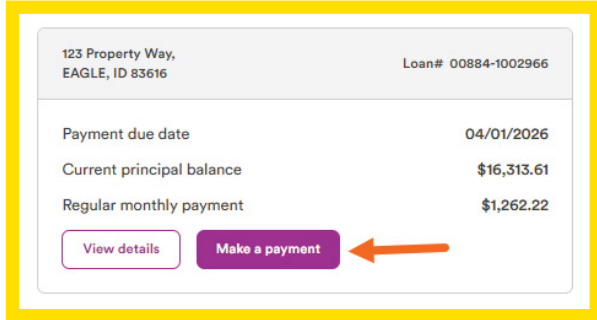
O: 515.988.3866 | guildmortgage.com/brianswanson

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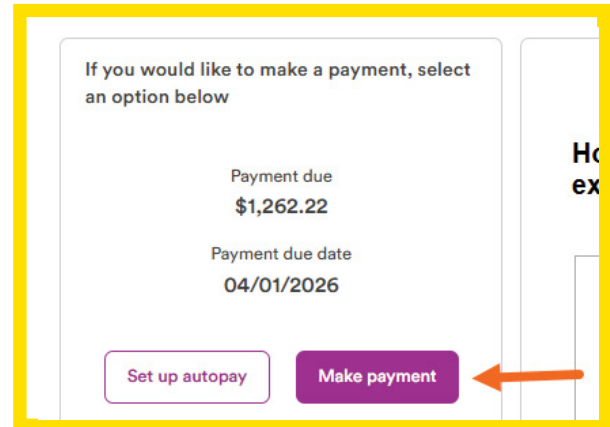


STEP 3 ✓ Learn how to make a payment (if not using Autopay)

Under **Dashboard>All Loans & Applications**, select the **Make a payment** button

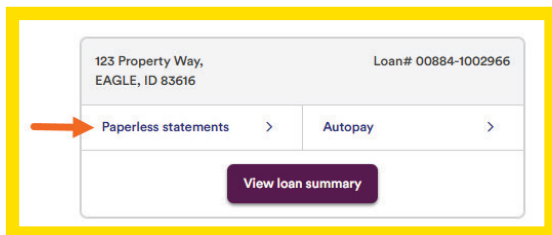


Go to **Payments**, and under the **Make Payment** tab, select the **Make a payment** button

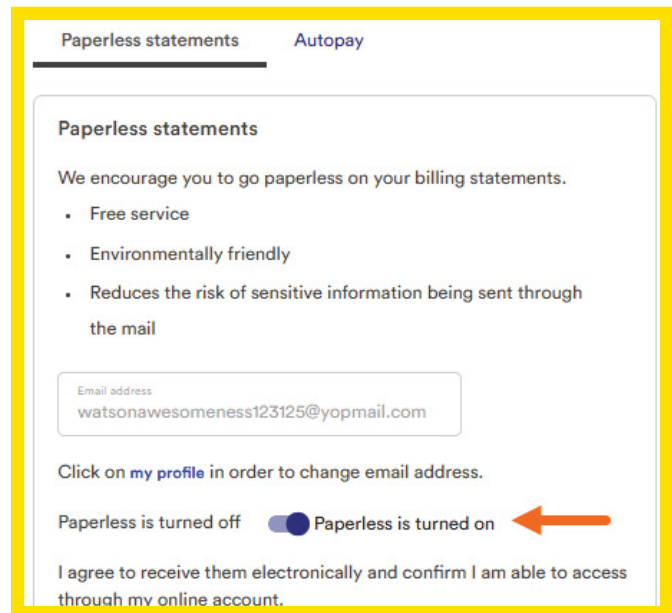


OR

STEP 4 ✓ Sign up for paperless statements



Under **Account preferences>Paperless statements**, ensure the **Paperless** toggle is turned on



Questions?

Reach out to our stellar customer service team at **800.365.4441**.

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