CoreLogic®

PropertyHub
User Guide

VERSION 4 2022

REDZED

Contents

Purpose

This document has been released to coincide with the release of the newly redeveloped PropertyHub and is intended to be used as a quick reference user guide.

The major drive for the redevelopment of the PropertyHub platform is creating a central portal for all mortgage originations.The new site continues to provide all users with property valuation ordering, whilst allowing RPP subscribers to leverage their property data analytics and insights all in one central location.
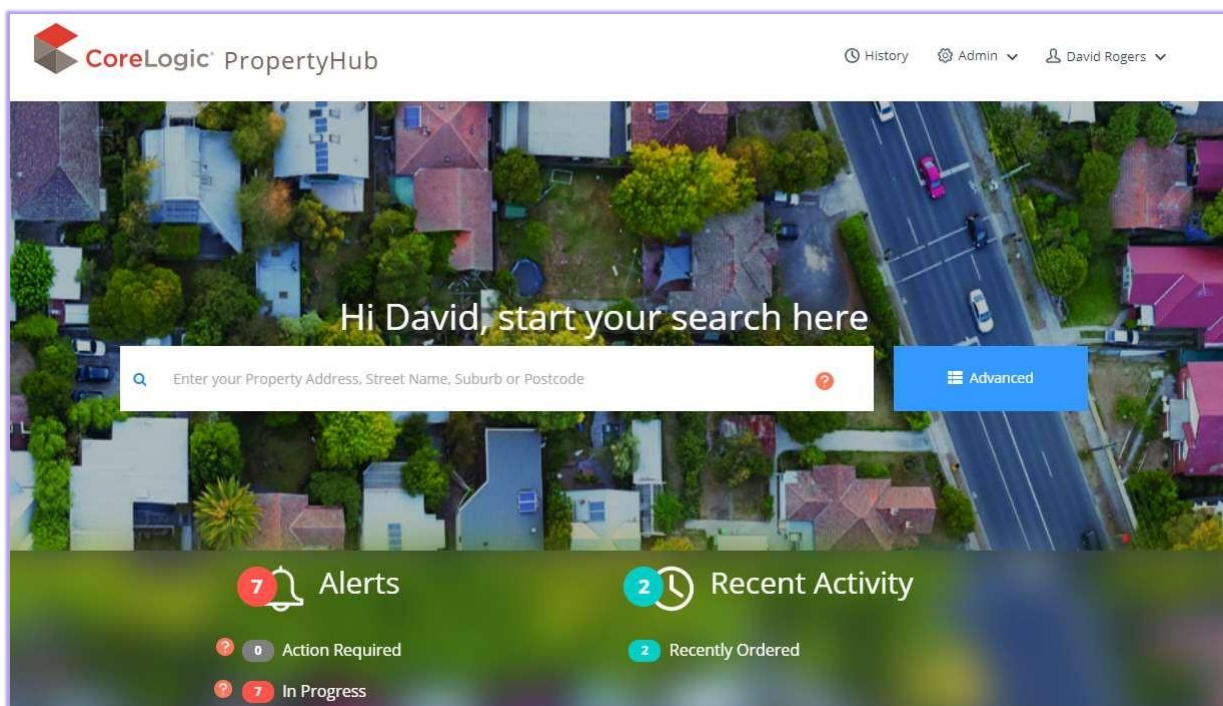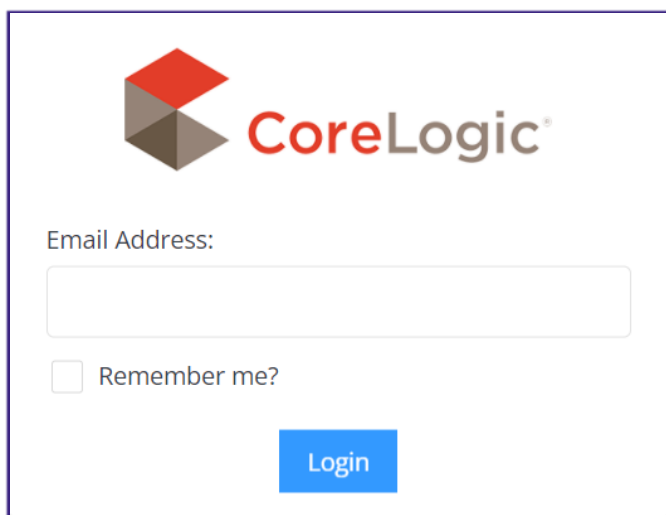
Accessing PropertyHub
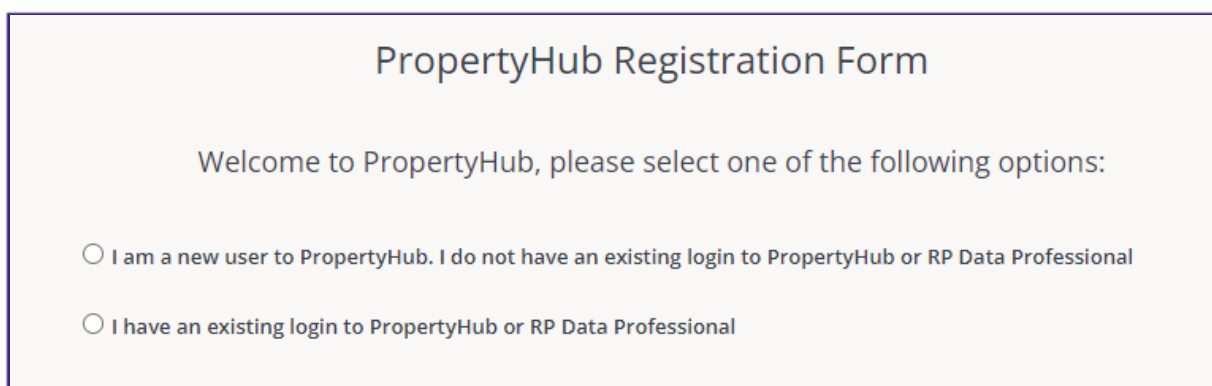
Login

https://propertyhub.corelogic.asia/

The first screen you will see when landing on the PropertyHub website is a small window asking for your email address. After you type in your email address, the website will check to see if you have an RPP subscription associated with that address.

If you **do** have an RPP Subscription, you will be diverted to the login screen.

If you **do not** have an RPP Subscription, you will be diverted to the registration screen, and you can create a new PropertyHub user profile.

RPP Subscribers

Using your existing RPP Username and Password you can log into the new PropertyHub platform. If you can't remember what your RPP login credentials are, you can use the 'forgot you username or password' option.

PropertyHub Registration Form

Welcome to PropertyHub, please select one of the following options:

○ I am a new user to PropertyHub. I do not have an existing login to PropertyHub or RP Data Professional

● I have an existing login to PropertyHub or RP Data Professional

Please login with your existing details below to get access to PropertyHub

* denotes mandatory field

Region:	AU ⌄
Email:	Email *
Username:	Username *

Submit

NON RPP Subscribers

If you do not have an existing RPP subscription, you will be prompted to create a new PropertyHub user profile.

PropertyHub Registration Form

Welcome to PropertyHub, please select one of the following options:

- ● I am a new user to PropertyHub. I do not have an existing login to PropertyHub or RP Data Professional

- ○ I have an existing login to PropertyHub or RP Data Professional

Please fill out the details below to create a new login for PropertyHub

* denotes mandatory field

Region:	AU ⌄	
Title:	Title (Optional) ⌄	
First Name:	First Name	*
Last Name:	Last Name	*
Mobile Number:	Mobile Number (Optional)	
Phone Number:	Phone Number (Optional)	
Fax Number:	Fax Number (Optional)	
Email:	Email	*
Username:	Username	*
Password: ❶	Password	*
Confirm Password:	Confirm Password	*

Submit

Term and Conditions

When accessing the site for the first time, the terms and conditions are presented for your acceptance. These are the conditions CoreLogic provide for accessing the site. Please read carefully the terms and accept at the bottom of the page.

An aggregator selection question will then appear. If you do not have an aggregator association, or your institution does not appear in the drop down box, the popup box can be closed.

Ordering a Valuation

Address Selection

After typing in your required property address, you will land on the property information screen. This screen will display different information to users who have an RPP subscription, compared to users who do not have an RPP subscription.
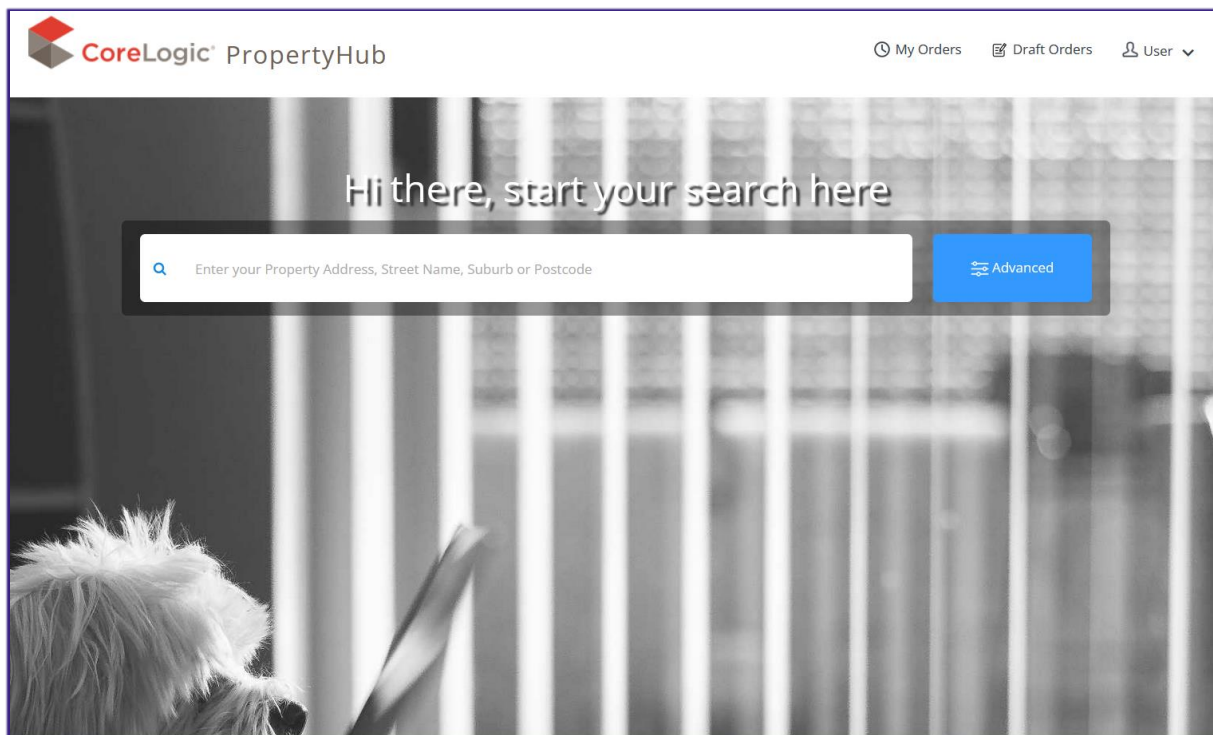
For users who have an RPP subscription the PropertyHub now displays extensive readily-available information on the property and surrounding suburbs. This means RPP users can now utilise data regarding comparable properties, market trends, local demographics, school catchment zones, interactive maps, suburb reports, and so much more!
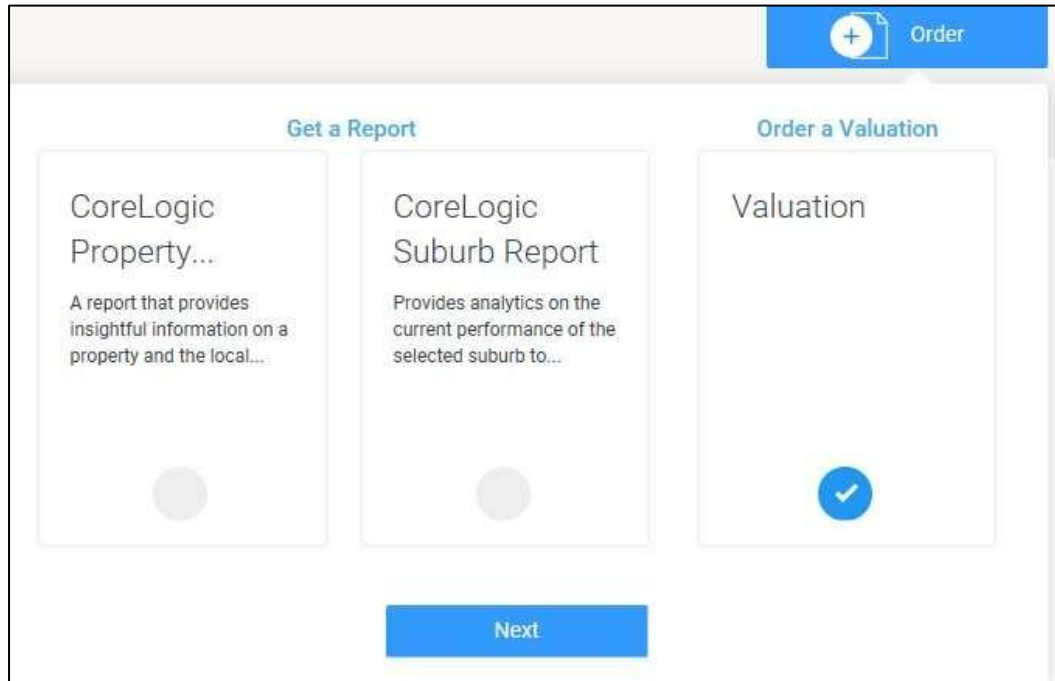
Users Without a subscription will see the basic property information.

Property Insights **without** RPP Subscription

Property Insights **with** RPP Subscription

Order Valuation

Regardless of whether you have an RPP Subscription, all PropertyHub users can order property valuations by clicking on the blue 'Order' button.


Lender Selection

The next screen will ask you to select which lender you are lodging the valuation request for.

Choosing a lender is a new feature in PropertyHub and several institutions are active and visible in the application.

If the financial institution appears on this screen, and you have access to lodge with them, you can select it and proceed with the valuation request.

If you have not yet ordered a valuation for the lender, or you have not gained access within the new PropertyHub, you will need to first register and possibly, depending on the lender request authorisation to submit a valuation.
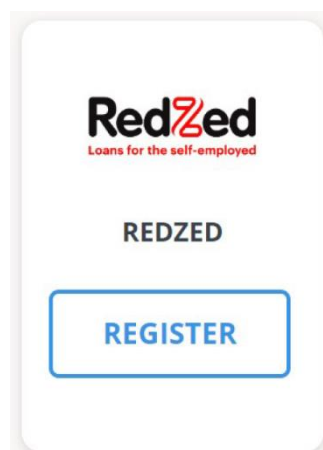
The blue "Register" button indicates that you have not yet registered to this Lender.

Valuation Request

Business Rules Questions

Business rules are not utilised in the same way by all clients, but for those who do employ a business rules file, PropertyHub will return the most appropriate service type for you based on the information you input.

For clients who do not use business rules, fewer questions will be asked and the user will be able to select the service type themselves.

Order a Valuation

5 Eunice Court Kilsyth South VIC 3137
🛏 3 / 🛁 2 / 🚗 - / 📐 1 m²

① BUSINESS RULES QUESTIONS	② VALUATION TYPE SELECTION	③ INSTRUCTION DETAILS	④ PAYMENT DETAILS

Business Rules Questions

Tell us about the property and loan

By answering the questions accurately you will help ensure that the valuation type you ordered is correct and does not need re-processing later.

Security Category Selection

🔘 Residential   ⚪ Commercial

Property Information

Property Type *	Fully Detached House ▾	
Property Value *	1,200,000	🔵 Customer Estimate ⚪ Contract Price

Loan Information

Loan Purpose *	Refinance ▾	
Loan Amount *	500,000	Calculated LVR Ratio: 41.67%
Property Occupancy *	Not applicable ▾	
Loan Reference	30000	
Are there multiple securities *	⚪ Yes 🔵 No	

Do any of these apply?
- ☐ Rural (> 25 acres)
- ☐ Cladding
- ☐ Off plan/Newly Constructed
- ☐ Company Title
- ☐ Not at Arms Length
- ☐ High Density Unit
- ☐ No Real Estate Agent
- ☐ Residential property < 40m2 occupiable space
- ☐ Vacant Land / Future Development Site
- ☐ Favorable Purchase
- ☐ Guarantor Security
- ☐ Environmental Issues including Heritage Listed / Flood Zone / Bush Fire prone area
- ☐ Valuation Reinstructed

Cancel   Next ❯

Instruction Details

This next screen is where you enter in any information you want to go through to the Valuer such as:

- Borrower name ,
- Inspection contacting details,
- Additional documents and comments

Payment

Lenders will have varying payment methods in place. Whilst some lenders process billing via a monthly account, some lenders process billing by requesting card details for Payment.

If your lender's chosen billing method is on account, you will simply be asked for who to issue a copy invoice to.

Order Confirmation

After progressing through the billing or invoicing screen you will be presented on the confirmation screen.

You can access this at any time through the 'History' tab, and if the lender has enabled email notifications, you should also receive an automated email with this confirmation included.

✔ Your Order is Confirmed
We will let you know the status of your valuation

Residential Short Form Valuation - Reference Number 175201

OWNERS ESTIMATE VALUE: $450000   **LOAN PURPOSE:** Purchase

40 Hoban Court Doreen VIC 3754
2 / 1 / 2 / 132 m²

Residential Short Form Valuation	On Account
TOTAL	On Account

Prices in Australian Dollar and includes GST

Action required

A valuation can be placed into delay when there are requirements from the Valfirm regarding your valuation.

You will be notified of the delay via Email and there will be a notification in PropertyHub.

Email

Hi RedZed

Your order for Residential Short Form Valuation is delayed. Please review the suppliers comments and action as appropriate.

Suppliers comments: 27 Jul 2023, 01:28:04pm ACST Delay: Other Comments: Job Delayed Job Delayed Job Delayed Job Delayed Job Delayed

Please do not reply to this email.

Order details:
Product: Residential Short Form Valuation
Customer: test test
Property: 5 OAK AVENUE UNLEY SA 5061
ValEx ID: **12345678**

Thanks,
RedZed

PropertyHub Alert
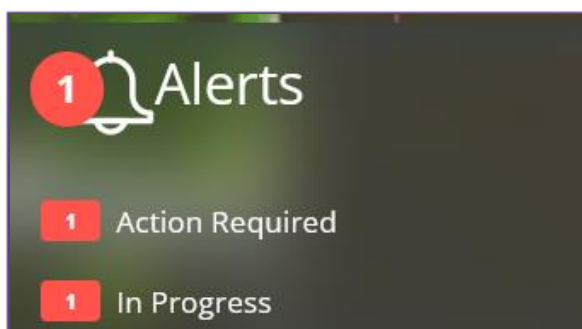
You can respond to delays by selecting edit and the Valuation Status Tool

The Valuation status page will appear in another tab and you will be able to respond by providing

- Supporting documents
- Contact details
- Cancelling

Once the Valuation is responded to the Val will come out of delay and return to in progress.

Quotes

Quotes will occur when the valuation is outside of parameters set by the Valfirm for servicing the Job. It could be that the location of the property is outside of their typical service area or is highly valued.

You will receive an email with a link provided.

From the options provided select and confirm the appropriate quote.

44 Cashel Street St Marys SA 5042
🛏 3 🛁 3 🚗 2

Valex ID:	1391067
Additional Notes:	-
Customer:	test test

Quotes

Quote 1
Estimated Turn Around: 3 days   **Valuation Fee:** $715.00   `Select`
Notes
Valuer Comments: Typically, FAR is calculated by dividing the gross floor area of a building(s) by the total buildable area of the piece of land upon which it is built.

Quote 2
Estimated Turn Around: 7 days   **Valuation Fee:** $660.00   `Select`
Notes
Valuer Comments: Floor area ratio (FAR) is the measurement of a building's floor area in relation to the size of the lot/parcel that the building is located on.

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44 Cashel Street St Marys SA 5042
🛏 3 🛁 3 🚗 2

Valex ID:	1391067
Additional Notes:	-
Customer:	te...

Please confirm your quote selection

Quote 1
Valuation Fee $715.00
Estimated Turn Around 3
Notes -

`Confirm` `Cancel`

Quotes

Quote 1
Estimated Turn Around: 3 days
Notes

`Select`

History

New to the PropertyHub is the History tab. This feature will now enable users to review their prior orders and manage jobs through until completion. Also when allowed by the lender download the completed report.

Search and Browse

Either browse through the history, or search for a specific job by clicking on the magnifying glass. Enter the required address in the text box that appears and press enter.

You can edit documents for a specific job
by clicking on the downward arrow to the right of the job.