

Thank you so much for taking your time to bid on this property for us – we greatly appreciate your time and efforts. Below is a step by step guide for uploading your bids and photos. We hope you find this helpful, however if you have any questions at all, please do not hesitate to give us a call!

Once logged into your contractor account on our website, [firstallegiance.com](http://firstallegiance.com), please go to the 'Job Management' tab.



Once you are in the job management section, you will see your open jobs. Before you can upload any photos, updates or bids you must select the property type by clicking on the 'Add Property Type' link.

Job Management - REOallegiance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

reotallegiance.com https://www.reotallegiance.com/contractor/job\_search.cfm

Job Management - REOallegiance.com

Welcome, Larry Anderson User IP Address: 173.220.125.162 Date : April 03, 2012 08:26 PM Change Password Logout

Ticket Statistics: New Comments: 0 Open Tickets: 0

Home Contractor Account Job Management Communications Download Forms Information Protocol Contact us FAQ's Resources

Website Suggestion Report Bug

Home >> Job Management

Search

Job#  OR Property  OR Loan No

(Provide full or partial job# to search.) (Enter property address e.g. street name, city, state, zip code etc.) (Provide full or partial loan# to search.)

Job Status **Open + Completed - Conditional** Job Type **All** Service Due **All**

Photo **All** Due Date From:  To:

[View All Jobs](#) [Find Shortest Property Path](#) [Search](#) [Export To Excel](#)

NOTE: A service update being marked as closed does not mean that the photos are complete.  
\*Conditional - pending review of photos and invoice

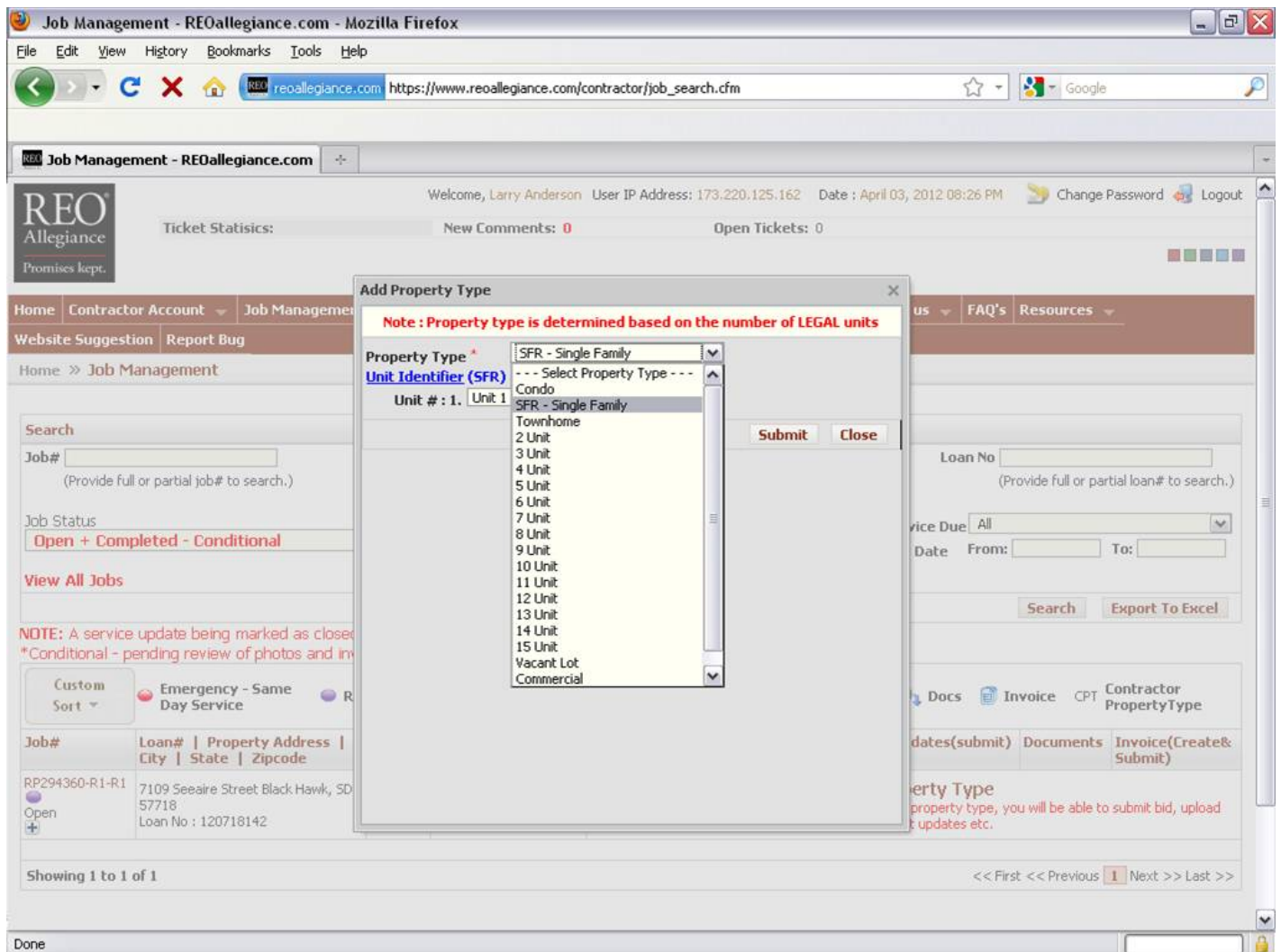
Job#	Loan#   Property Address   City   State   Zipcode	Job Type	Created Date   Due Date	Quick Communication	Bid(Create & Submit)	Photos	Updates(submit)	Documents	Invoice Generate & Submit	Contractor Property Type
RP294360-R1-R1 Open	7109 Seeaire Street Black Hawk, SD 57718 Loan No : 120718142	Repair -	03/30/2012 12:42 PM Due Date: 03/31/2012							

Showing 1 to 1 of 1

<< First << Previous 1 Next >> Last >>

Done

Once you click 'Add Property Type' it will open up another window and give you the option to choose the property type from the drop down menu. Please select the correct property type and click submit.



Once you add the property type all of the necessary icons will then populate. Before submitting your bid you must upload your photos first. To upload your photos please select the purple camera icon.

Job Management - REOalligance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

reall reoalligance.com https://www.reoalligance.com/contractor/job\_search.cfm

Job Management - REOalligance.com

Website Suggestion Report Bug

Home >> Job Management

Property type added sucessfully.

Search

Job#  OR Property  OR Loan No   
 (Provide full or partial job# to search.) (Enter property address e.g. street name, city, state, zip code etc.) (Provide full or partial loan# to search.)

Job Status  Job Type  Service Due   
 Open + Completed - Conditional All All Due Date From:  To:

View All Jobs Find Shortest Property Path Search Export To Excel

NOTE: A service update being marked as closed does not mean that the photos are complete.  
 \*Conditional - pending review of photos and invoice

Custom Sort Emergency - Same Day Service Rush Rush - Same Day Service Comm. Bids Photos Updates Docs Invoice CPT Contractor PropertyType

Job#	Loan#   Property Address   City   State   Zipcode	Job Type	Created Date ^   Due Date	Quick Communication	Bid(Create & Submit)	Photos	Updates(submit)	Documents	Invoice(Create& Submit)
RP294360-R1-R1 Open + +	7109 Seeaire Street Black Hawk, SD 57718 Loan No : 120718142	Repair -	03/30/2012 12:42 PM Due Date: 03/31/2012	(5)	(0)	(0)	(1)	(0)	(0)

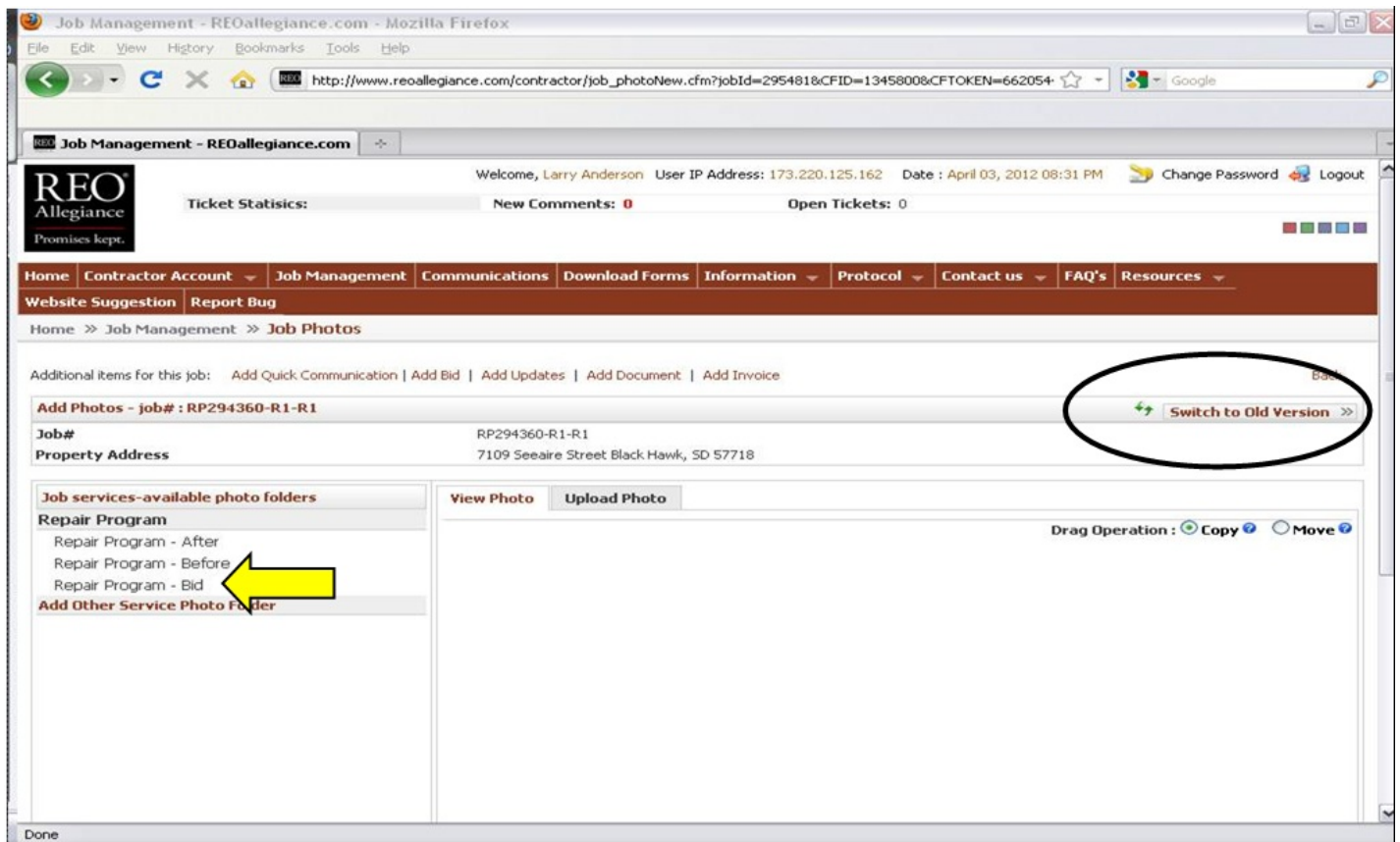
Showing 1 to 1 of 1

<< First << Previous 1 Next >> Last >>

Copyright 2012 REO Allegiance, Inc.

javascript:void(0);

Clicking on the purple camera icon will then open a new window and will allow you to upload you photos. You can choose the photo group 'Repair Program - Bid' and then click on the 'Upload Photo' tab.



I have to use the 'old version' of the photo upload module because my computer does not support the flash required to upload them under the new version, so the steps below will help you upload bids under the 'old version' (which is accessible by clicking the 'switch to old version' link - it is circled in the above screen shot). Once you are in the old version you can click the photo group title Repair Program - Bid and click add/edit photo group.

Once you click add/edit photo group, it will appear at the bottom under Photo Group Title. To the right of the photo group title you will see an icon that looks like a photo with a green arrow pointing upwards, you can click on that to open the module to choose the files from your computer and upload them to the site.

Job Management - REOalliegance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

recoallegiance.com https://www.recoallegiance.com/contractor/job\_photos.cfm

Welcome, Louis LaMacchia User IP Address: 173.220.125.162 Date : April 03, 2012 08:47 PM Change Password Logout

Ticket Statistics: New Comments: 0 Open Tickets: 0

Home Contractor Account Job Management Communications Download Forms Information Protocol Contact us FAQ's Resources

Website Suggestion Report Bug

Home >> Job Management >> Job Photos

Additional Items for this job: Add Quick Communication | Add Bid | Add Updates | Add Document | Add Invoice Back




Add Photos - job#: RP294224 Switch to New Version >>

Job# RP294224  
Property Address 341 Z Road Silverthorne, CO 80498  
Photo Group Title\* Select Group Title

(Photo to be separated into groups once uploaded. You can upload all of your photos to the General photo group. Once you are viewing the photos you will be able to select photos and move them to different pre-labeled groups to separate the photos as required.)

(NOTE: Any photo uploaded onto this system becomes the property of REO Allegiance and REO Allegiance may use it in any manner.) ADD / Edit Photo Group Cancel

Note: To upload photo click on "Upload Photo" column button in photo group listing. After uploading photos please refresh this page to reflect no. of photos.

Photo Group Title	Created Date	Upload	View	Edit
Repair Program - Bid ADDITIONAL ITEMS - Roof	03/29/2012 10:53:56 PM		 (75)	

Showing 1 to 1 of 1

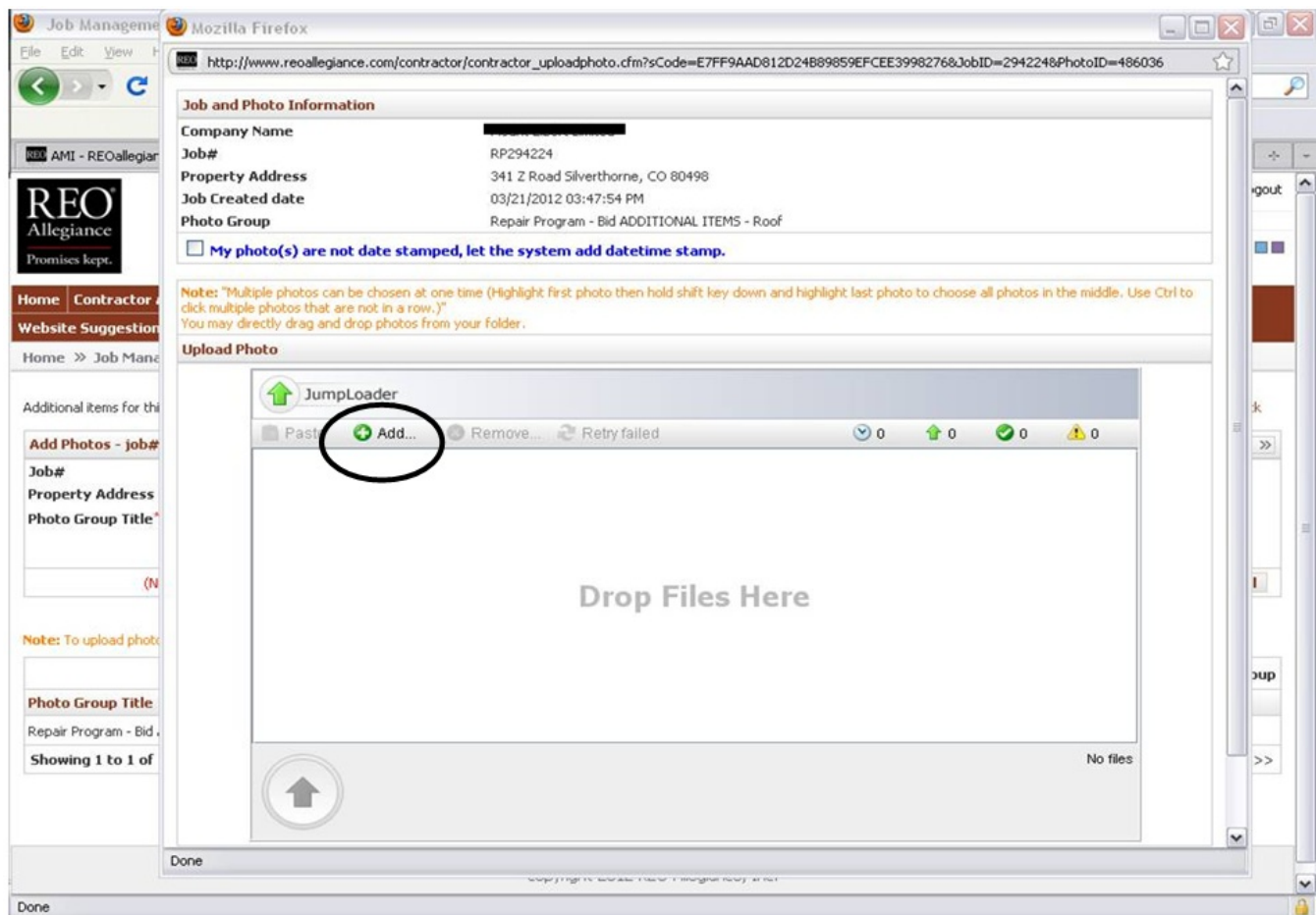
<< Previous 1 Next >> Last >>

Copyright 2012 REO Allegiance, Inc.

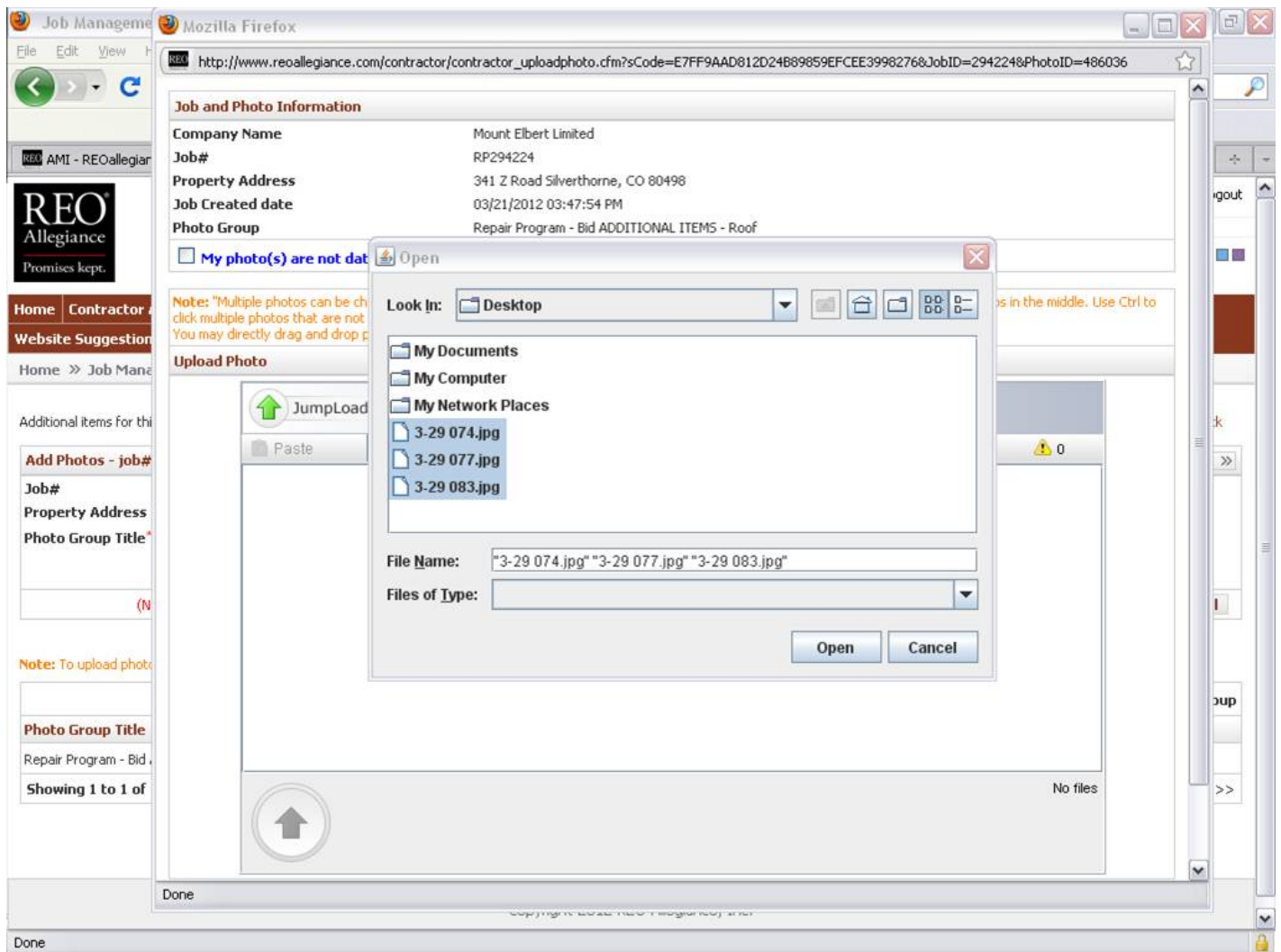
Done

Once you click on the upload icon, a separate window will open up to allow you to choose which photos (photos must already be saved on to your computer) that you would like to upload. Please click the 'Add' icon to select which files you should upload.



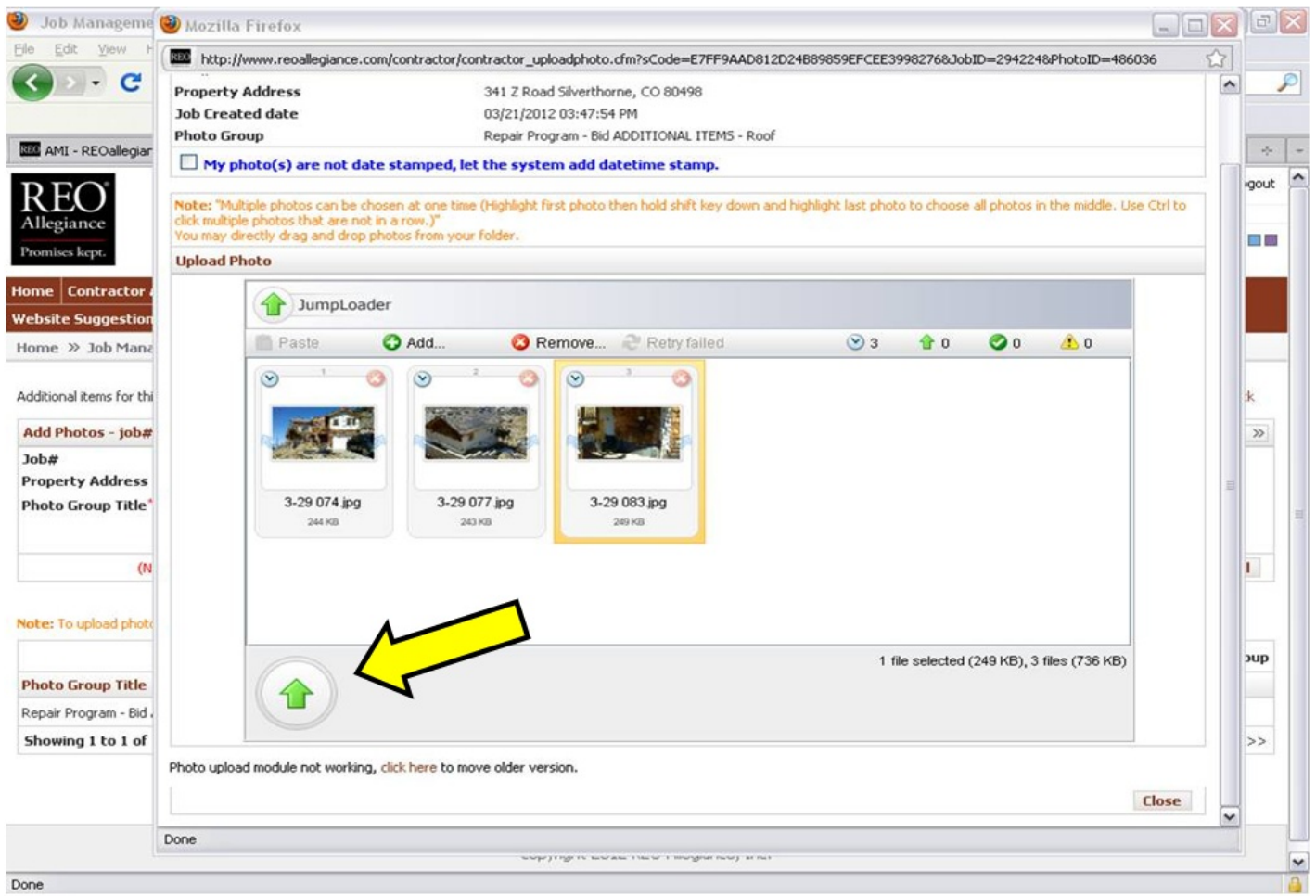


Once you have your files selected, click open.



Once you click open you should see your photos inside of the photo module, from there all you have to do is click the green arrow icon to upload.





Once the photos are uploaded, please follow the steps below to upload your bids.

To submit a repair bid:

Once you log into your account please go to the job management section. Once under job management, locate the property and click on the 'Bid Create and Submit' icon. (screen shot below)

Job Management - REOallegiance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

reosalligiance.com https://www.reoallegiance.com/contractor/job\_search.cfm IM 140 Watervliet, MI 49098

Property Summary - ... Property Summary - ... View Contractor - R... View Contractor - R... Job Manage... Orders - REOallegia... Emails - REOallegian...

Welcome, Louis LaMacchia User IP Address: 173.220.125.162 Date : March 30, 2012 07:44 PM Change Password Logout

Ticket Statistics: New Comments: 0 Open Tickets: 0

REO Allegiance Promises kept.

Home Contractor Account Job Management Communications Download Forms Information Protocol Contact us FAQ's Resources

Website Suggestion Report Bug

Home >> Job Management

Search

Job#  OR Property  OR Loan No   
(Provide full or partial job# to search.) (Enter property address e.g. street name, city, state, zip code etc.) (Provide full or partial loan# to search.)

Job Status: **Open + Completed - Conditional** Job Type: **All** Service Due: **All**  
Photo: **All** Due Date: From:  To:

View All Jobs Find Shortest Property Path Search Export To Excel

NOTE: A service update being marked as closed does not mean that the photos are complete.  
\*Conditional - pending review of photos and invoice

Job#	Loan#	Property Address	Job Type	Created Date	Quick Communication	Bid Subm	Photos	Updates(submit)	Documents	Invoice(Create& Submit)
RP294224 Open	341 Z Road Silverthorne, CO 80498 Loan No : 157004850	Repair -	03/21/2012 03:47 PM Due Date: 03/23/2012	(10)	(0)	(1)	(1)	(0)	(0)	

Showing 1 to 1 of 1 << First < Previous 1 Next >> Last >>

Done

Once you click on the 'Bid Create and Submit' icon, it will bring you to the bid screen where you will be able to see all repairs that were requested and also a space for you to enter any additional items you would like to bid on. To submit the itemized bids, input your comments, quantity/square footage and pricing. Once those details are in the specified fields, you must select the photos that correspond with that particular bid. (Screen shot below)

Job Management - REOalliance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

realliance.com https://www.reoalliance.com/contractor/job\_bids.cfm

Property Summary - ... Property Summary - ... View Contractor - R... View Contractor - R... Job Manage... Orders - REOallia... Emails - REOallian...

Website Suggestion Report Bug

Home >> Job Management >> Submit Bid

Additional Items for this job: Add Quick Communication | Add Photo | Add Updates | Add Document | Add Invoice Back

Add New Bid - job# : RP294224

Job# RP294224

Property Address 341 Z Road Silverthorne, CO 80498

Lotsize Not set

Service \* Repair Program

Timeline In Days.

**CARPENTRY**

	Repair / Replace	Grade	Detailed Description	Comments	Qty / Sq Ft	Subtotal
Windows + Add Bid Photo		- Select -	Repair broken windows	ash and trapezoid glass.		0.00
Stairs/Handrails + Add Bid Photo	Repair	- Select -	Secure railing			
Other + Add Bid Photo	Repair	- Select -	Finish stairs to garage			

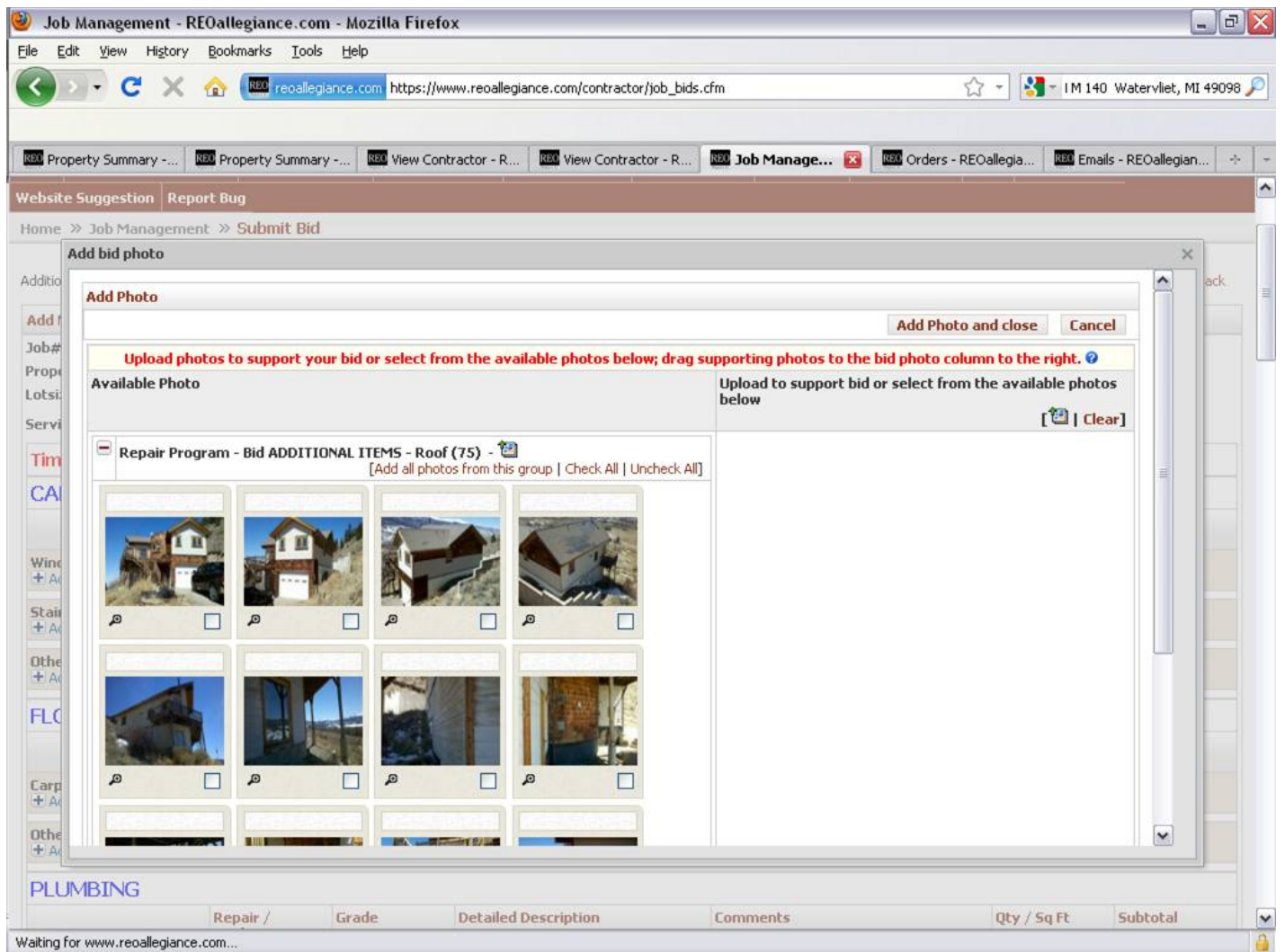
**FLOORING**

	Repair / Replace	Grade	Sub-Floor Repair	Detailed Description	Comments	Qty / Sq Ft	Subtotal
Carpet + Add Bid Photo	Replace	- Select -	- Select -	Interior carpet			
Other + Add Bid Photo	Repair	- Select -	- Select -	Floor at bottom of stairs			

**PLUMBING**

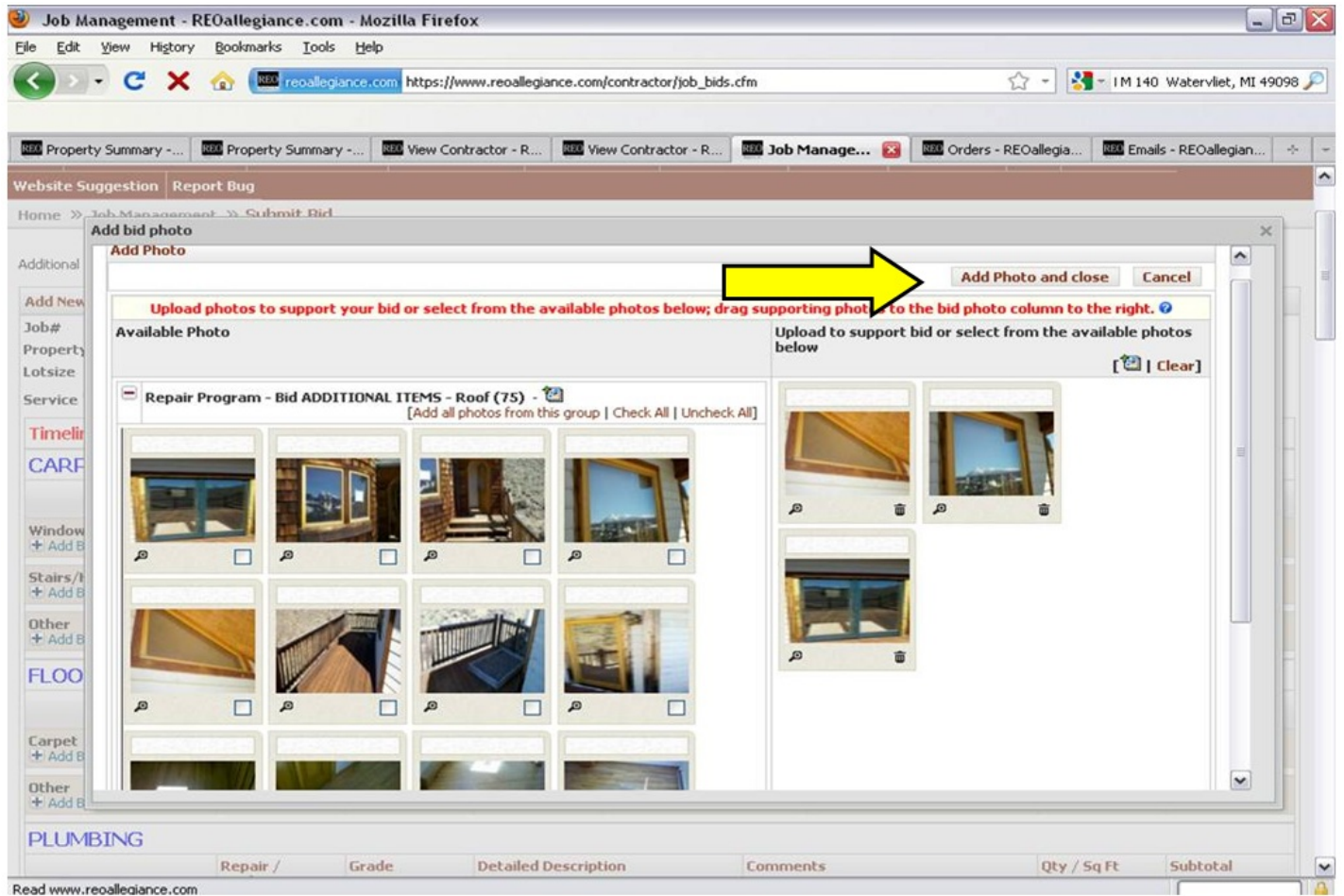
	Repair /	Grade	Detailed Description	Comments	Qty / Sq Ft	Subtotal
--	----------	-------	----------------------	----------	-------------	----------

Once you click on the 'Add bid photo' link another window should pop up (screen shot below). This window gives you the opportunity to choose which photos (from those you already uploaded) correspond with that particular line item.



On the left side you will see the photos you already uploaded, from those photos, choose those that pertain to this particular line item and drag them to the area on the right. Once you have the photos on the right side you can click the 'Add photo and close' button.





Once you do that your screen should look like this (see screen shot)

Job Management - REOallegiance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://www.reoallegiance.com/contractor/job\_bids.cfm

Property Summary - ... Property Summary - ... View Contractor - R... View Contractor - R... Job Manage... REOallegiance Emails - REOallegian...

Website Suggestion Report Bug

Home >> Job Management >> Submit Bid

Additional items for this job: Add Quick Communication | Add Photo | Add Updates | Add Document | Add Invoice Back

**Add New Bid - job# : RP294224**

Job# RP294224


Property Address 341 Z Road Silverthorne, CO 80498

Lotsize Not set

Service \* Repair Program

**Timeline** In Days.

**CARPENTRY**

	Repair / Replace	Grade	Detailed Description	Comments	Qty / Sq Ft	Subtotal
<b>Windows</b> + Add Bid Photo	Replace	- Select -	Repair broken windows	ash and trapezoid glass.		0.00
						
<b>Stairs/Handrails</b> + Add Bid Photo	Repair	- Select -	Secure railing			
<b>Other</b> + Add Bid Photo	Repair	- Select -	Finish stairs to garage			

**FLOORING**

	Repair / Replace	Grade	Sub-Floor Repair	Detailed Description	Comments	Qty / Sq Ft	Subtotal
--	------------------	-------	------------------	----------------------	----------	-------------	----------

Transferring data from www.reoallegiance.com...

You continue to repeat those steps for all line items requested. Once all bids are complete with descriptions and prices, you can scroll down and it will ask you for the utility information for the property. Please select On/Off if you noticed which utilities were on, otherwise you can select 'Not Applicable'. After selecting the utility information and you bid is ready to be sent to REO, you can click the 'Finalize & Submit' icon. Once you 'Finalize & Submit' your bids they will be sent to us & if we need any further information we will contact you.



Job Management - REOalliegance.com - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://www.reoalliegance.com/contractor/job\_bids.cfm

IM 140 Watervliet, MI 49098

Property Summary - ... Property Summary - ... View Contractor - R... View Contractor - R... Job Manage... REOalliegance Emails - REOalligian...

Original Bid Scope Total: 0

Additional Items Recommended/Required by Supplier Total: 0

Total Requested and Recommended Repairs: 0

Utility Information \*

Water\*: -- select --

Electric\*: -- select --

Gas\*: -- select --

Oil\*: -- select --

Propane\*: -- select --

Save & Come back later Finalize & Submit Back

View Print

Only Saved Bid(s)

Service	Amount(\$)	Action
No Record Found		

Saved and Submitted Bid(s)

Service	Amount(\$)	Created Date	View	Print	Log
No Record Found					

Copyright 2012 REO Allegiance, Inc.

Transferring data from www.reoalliegance.com...