



# **Setting Up Your Company Information In Point**

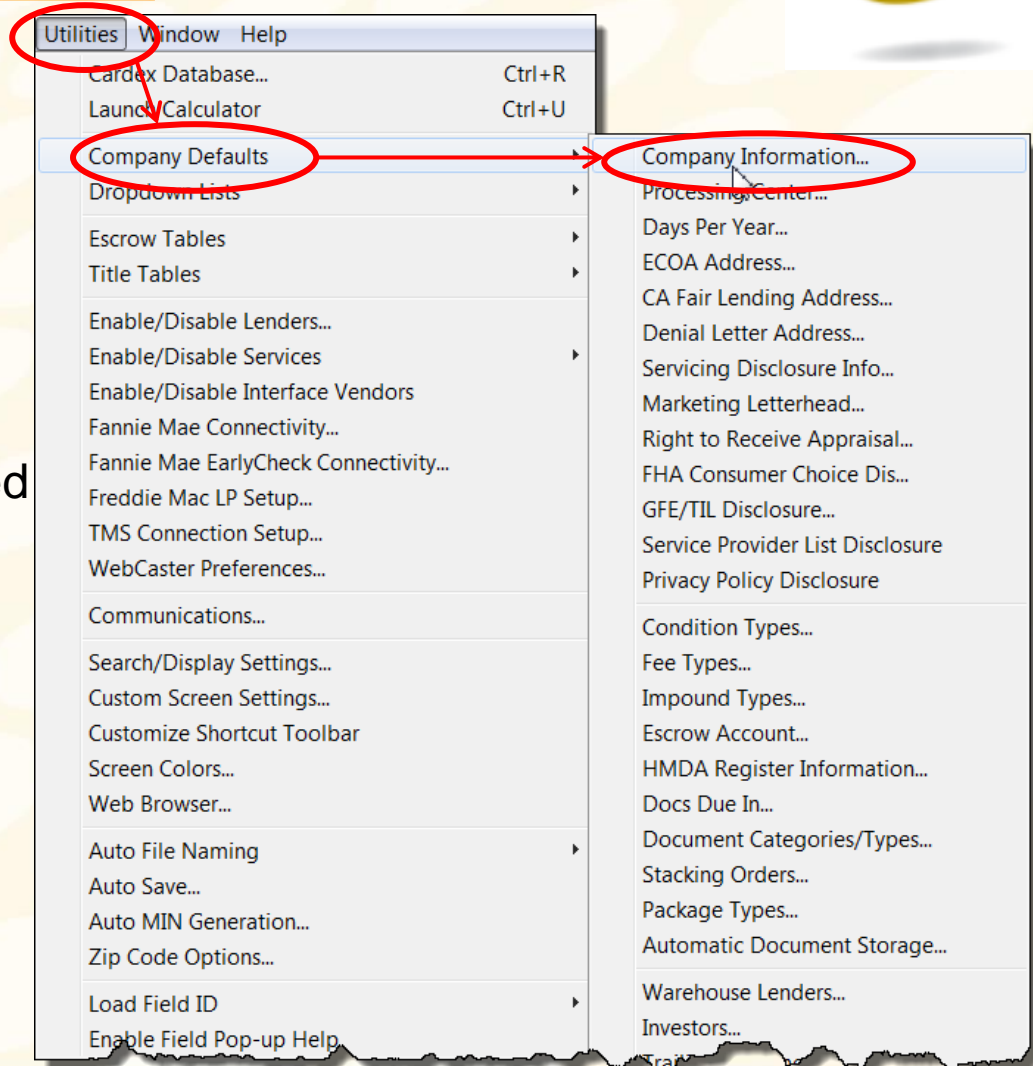
# Setting Up Your Company Information



One of the first things to do in Point is set up your company information.

## Follow the steps below:

1. A user with access rights to **Company Defaults** will need to log into Point.
2. From the menu bar, select **Utilities**.
3. Float down to **Company Defaults**, then across to select **Company Information**.



# Setting Up Your Company Information



4. Complete the information in the **Company Information** screen.

I conduct business as a:  Broker  Lender

Company

Address

City

State  Zip

Phone #  FAX #

NMLS #

Fed. Tax ID

Manually enter company information on forms  
 Print Company Name/License # on all forms  
 Print Company NMLS Name/Registration # on all forms  
 Print Originator Name/License # on all forms  
 Print Originator NMLS Name/Registration # on all forms

State	License #
<input type="checkbox"/> Alabama	
<input type="checkbox"/> Alaska	
<input type="checkbox"/> American Sa...	
<input type="checkbox"/> Arizona	
<input type="checkbox"/> Arkansas	
<input type="checkbox"/> California	
<input type="checkbox"/> Colorado	
<input type="checkbox"/> Connecticut	
<input type="checkbox"/> Delaware	
<input type="checkbox"/> District of Colu...	
<input type="checkbox"/> Federated St..	
<input type="checkbox"/> Florida	
<input type="checkbox"/> Georgia	
<input type="checkbox"/> Guam	
<input type="checkbox"/> Hawaii	
<input type="checkbox"/> Idaho	
<input type="checkbox"/> Illinc	
<input type="checkbox"/> Indi	

OK

Have you moved recently? If so, please [click here](#)

Press F1 for Help

Left single click OK to complete the process.

System questions or issues, please email : [support@focusitinc.com](mailto:support@focusitinc.com)  
or call 480-346-1299 Option 1 (Hours of Operation are 7 days a week from 5:00 AM to 10:00 PM PST)

