

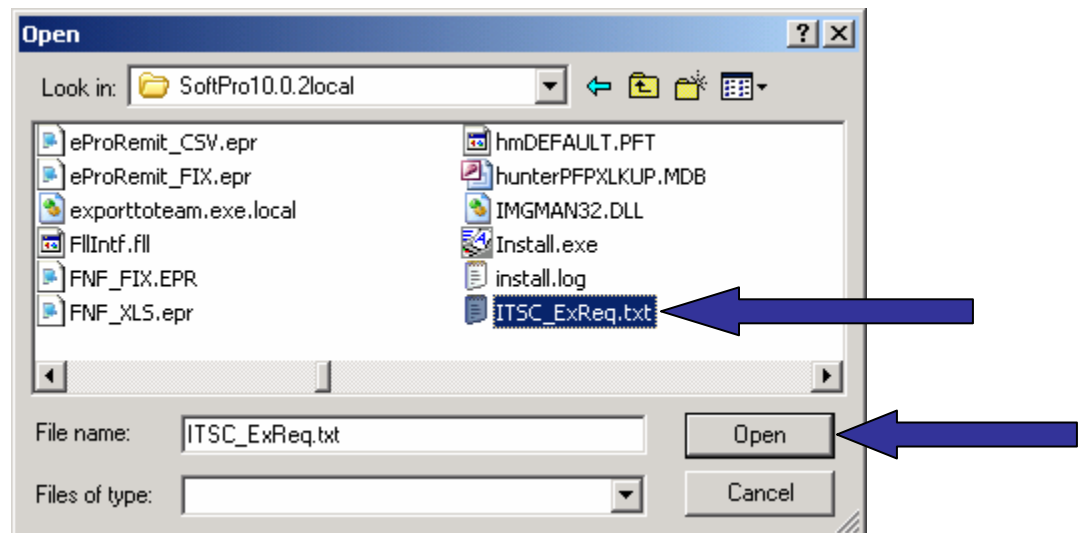
To get the new SoftPro downloads please use the attached instructions. You may also call SoftPro technical support at **1-800-848-0143** and select option 3, or you may send an email to support@softprocorp.com

Instructions for loading Investors Title Insurance Requirements and Exceptions

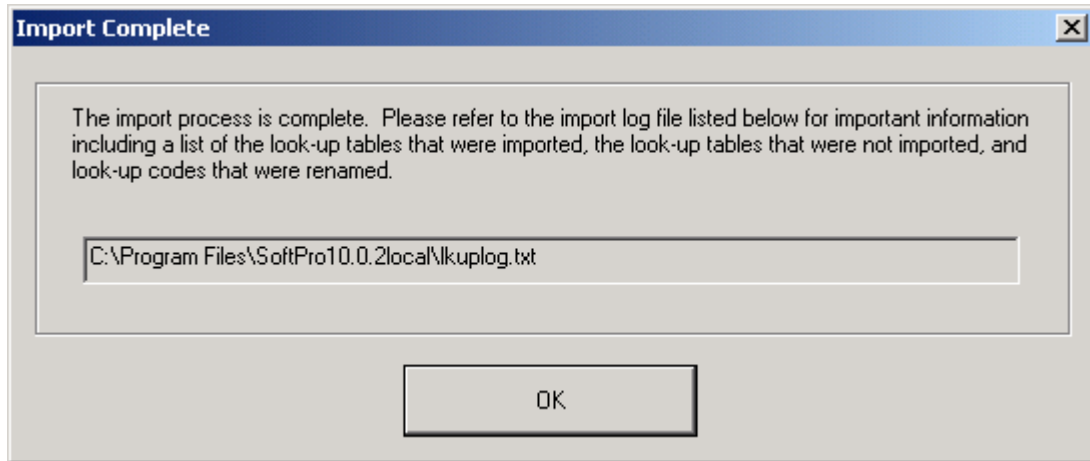
1. Copy the text file **ITSC_ExReq.txt** to **C:\Program Files\Softpro**.
2. Open up **Windows Explorer**.
3. Browse to **C:\Program Files\SoftPro**. Locate the file "**LkuplmEx.exe**".
4. Double-click on the file to launch the utility. The file defaults to "**Import Look-up Tables from a file**".



5. Select **OK**.
6. In the **Look In** box at the top of the screen, browse out to the **C:\Program Files\SoftPro** directory and locate the text file "**ITSC_ExReq.txt**". Highlight the file and then select **Open**.



7. You will see the following message indicating the import process has been completed. Select **OK**.



8. The agent's look-up tables will now include the **Investors Title Insurance Company's** Requirements and Exceptions for the State of South Carolina.
9. Close out of the utility by selecting **Cancel**.

PLEASE NOTE: The import utility can be performed on any workstation that has access to SoftPro.