



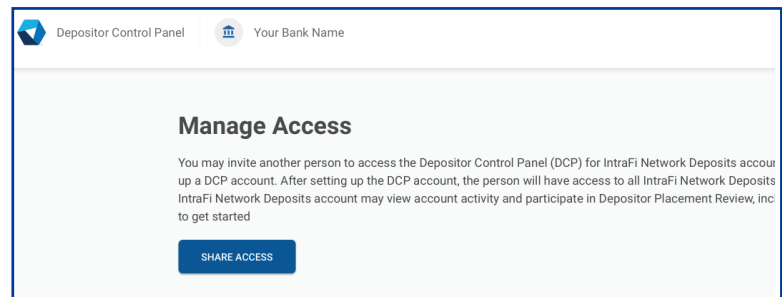
## DEPOSITOR CONTROL PANEL

### Sharing Access

You can authorize multiple individuals to access your ICS account(s) in the Depositor Control Panel (DCP). Each person you authorize to access the account will create his or her own unique username and password. Authorized individuals may view account activity and participate in Depositor Placement Review, including rejection of proposed placements.

#### YOU CAN INVITE OTHERS TO VIEW AND MANAGE YOUR ACCOUNT IN TWO WAYS:

- 1 On the main home page, click on the Profile tab, located in the upper right-hand corner, and choose “Manage Account Access” from the drop-down menu. Then click on “Share Access.”
- 2 Alternatively, from within an account page, you can click on the “Share Access” link in the upper right-hand corner.



To complete the sharing access process, enter the email address for the person to whom you want to grant access, choose the accounts you would like to share from the drop-down box, and click on “Confirm and Share Access.”

The contact with whom you share access will receive an email, and he or she will create a username and password for access to the DCP.

You will get a confirmation that you have successfully shared access once you submit the invitation. You can remove access at any time by clicking on the “Remove Access” link.

#### Enter Email Address

Enter the email address of the person with whom you want to share access.

**Select Accounts To Share**

[CONFIRM AND SHARE ACCESS](#)

**CONTACT US TO LEARN MORE!**  
**(800) 360-8044**