From the office of:

Alpena County Register of Deeds
720 W. Chisholm St. - Ste. 4
Alpena, MI 49707
Phone: 989 354-9547 Fax: 989 354-9646
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Mandy Smith - Register of Deeds
Dan Misel, Chief Deputy
Sabrina McGirr, Deputy

Laredo Anywhere User Agreement
for
On-line access to Alpena County real estate records

Alpena County would like to thank you for your interest in creating a Laredo account to search Land Record documents in our county. We are happy to offer this convenient service to you with access to our records anytime, anywhere. Please review the disclaimer and all information below, followed by the instructions to get searching!

Disclaimers and other important information

Records information:

- Laredo access will be gained through www.Fidlar.com. Fidlar will provide customer service for said access using the contact information found further on in this agreement. Neither Alpena County nor the Register of Deeds assumes any responsibility for the operation of Fidlar's website or the Laredo Anywhere program. Due to circumstances beyond the control of the Alpena County Register of Deeds, subscriber acknowledges and agrees that there may be periodic interruptions in service which may make online records inaccessible. No refunds will be made on account for any time the online system is unavailable.

The records available in this subscription service may not be true, complete or accurate. They are a working copy of the records and are subject to error, omission and future changes and updating.

The subscriber shall not in any way enhance, alter, or sell any copies of Alpena County's Records.

Subscription/billing information:

Rate plans for Alpena County Laredo use are as follows:

0-250 minutes	$100.00/month $0.26/min overage
251-500 minutes	$150.00/month $0.24/min overage
501-1000 minutes	$220.00/month $0.19/min overage
1001-2000 minutes	$320/month $0.16/min overage
Unlimited minutes	$425.00/month

Please specify your plan choice by circling it

In the event the subscriber wishes to switch to a different rate plan during the pendency of their agreement, it will take place at the start of the next calendar month. The Register of Deeds must receive written notice of the Subscriber's intent to change plans before the 1st day of the month for the change to take effect.

A subscriber joining in the middle of the monthly period will be billed on a prorated basis based on calendar days.

All Laredo customers are required to set up a Laredo Connect Profile and link the Laredo Search User(s). You must also enroll in automated billing. Invoices will no longer be mailed or emailed. You will be responsible for viewing and paying your invoice within 15 days of issuance. Please note, bills not paid within 15 days result in and automatic account lock out. Bills can be paid via charge, debit, ACH, or to avoid any additional fees or wait time, payments can be made in person with cash, check or charge. If payment is delinquent for over 30 days, your account will be automatically terminated, and you may lose your ability to obtain a new contract in the future.

This agreement shall continue month to month until terminated by either party.

The Alpena County Register of Deeds reserves the right to terminate this agreement if any of the terms of this agreement are violated. In this event, no refund will be given.

Once this contract is reviewed and signed by both parties, you will be provided with a username and password by the Register of Deeds Office. The subscriber shall take all necessary and appropriate security measures to ensure that their username and password are saved in their own records and are not disclosed to other persons or entities, including the Register of Deeds Office.

Program set up instructions:

Once you are given your username and password by the Register of Deeds Office, there will be just a few more quick set up steps for you to complete.

1. Create a Laredo Connect Profile or link this Laredo User to a current Laredo Connect Profile.
2. Link the Laredo Search User to a Laredo Anywhere profile.
3. Reset the system issued Laredo Search Password if desired.

Please see below for details on these next steps, User information and account reminders.

Create a Laredo Connect Profile

The first step is setting up a Laredo Connect Profile. Laredo Connect is a secure website that allows our customers to manage their Laredo Charge monthly invoices and all their Laredo Users in one convenient location.
***If you currently have a Laredo Connect Profile set up, you will not create a new Connect Profile. You will link your Alpena County Laredo User to your current Laredo Connect Profile.

- ✓ Laredo Invoices are available through the Portal on the 1st of the month. Invoices will not be emailed; they will only be available through the Connect Portal.
- ✓ View all Laredo Activity, including document details such as Book and Page and Document number along with Party Names, in real time.
- ✓ Set up account alerts to be received via text or email. Alerts options include notification of invoice with amount due, confirmation of charge payment applied.

- ✓ Pay Charge invoices through the Portal using ACH, or Credit/Debit card.
- ✓ Change your Laredo Desktop Password.

Follow this secure link to create a Laredo Connect Profile and link your Laredo User(s).

https://connect.laredoanywhere.com/

Link your Laredo Search User to a Laredo Anywhere Profile

To begin searching Alpena County documents you will need to either create a Laredo Anywhere profile or link to an existing Laredo Anywhere profile.

Link Laredo User to Laredo Anywhere Profile

- ✓ **Access Laredo Anywhere https://www.laredoanywhere.com/LaredoAnywhere/LaredoAnywhere.WebSite/#/masterlogin**
- ✓ **Create a Laredo Anywhere profile if needed or Log in to Laredo Anywhere**
- ✓ **Expand Add/Edit Counties section**
- ✓ **Select appropriate state and expand to view county names**
- ✓ **Select appropriate county name (Alpena) by clicking on the County name**
- ✓ **Enter the provided Laredo Search Username and Password**
- ✓ **This Laredo User is now linked to the Anywhere Profile**
- ✓ **To access Search, log in to Laredo Anywhere and click on Alpena County.**

This system issued Laredo Search password can be changed through Laredo Connect or Laredo Anywhere.

You will now be ready to begin searching!

Please contact Fidlar Technologies knowledgeable Support Team if you have any questions while completing these final steps.

Fidlar Technologies Support

Available 7 AM – 5 PM

support@fidlar.com

563-345-1283, ask for Customer Support

Laredo Contract Agreement signature page:

This agreement made and entered on this _____ day of _____, in the year _____,

by and between the Alpena County Register of Deeds and the following:

customer/subscriber: _____.

Phone number: _____ **Address:** _____

Name of contact agent on customer/subscriber account: _____

Email address of agent: _____

Signature of Customer/Subscriber _____ **Date** _____

Signature of Register of Deeds _____ **Date** _____

Mandy Smith, Register

Your Laredo Search User Information: (ROD will provide once contract is signed)

Username:

Password:

Thank you and happy searching! ~

Alpena County Register of Deeds