



THE LAW SOCIETY
OF NEW SOUTH WALES

econtract

The easy way to access Contracts for the Sale of Land

ECOS 2016 User Guide

Updated May 2016



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Introduction to ECOS

The ECOS website provides the customer with access to eContracts for the available editions of the Contract for Sale and Purchase of Land.

The new system has been designed to simplify the process for purchasing eContracts by introducing a Quick eContract option for unregistered customers paying by credit card as well as supporting the Registration of a more frequent ECOS customer with additional features including pre-payment account options and 'save now, purchase later' capability.

The copyright for all editions is vested jointly with The Law Society of NSW and the Real Estate Institute of NSW. Full copyright guidelines can be found on The Law Society of NSW's website.

1.1 Browser Support

The ECOS site is optimised for viewing in Internet Explorer 9+ and Google Chrome 33+.

Other browsers i.e. Mozilla Firefox, Safari, etc. are also supported but may present some site rendering issues.

1.2 Document Helper Icons

	Marks important information regarding topic or work instruction covered
	Warning information
	Tips and Tricks

1.3 Help and Support



All screens in ECOS have icons that will provide guidance to the customer including Frequently Asked Questions, About ECOS and eContract, and a Contact form for emailing to our Support area.

Please use the CONTACT US form to request assistance from the ECOS Support team.

Accessing the ECOS Website

To create and purchase an eContract, you will need to connect to the ECOS website.

2.1 Via the Law Society of NSW Website

Select the eContract link from The Law Society of NSW's homepage at lawsociety.com.au

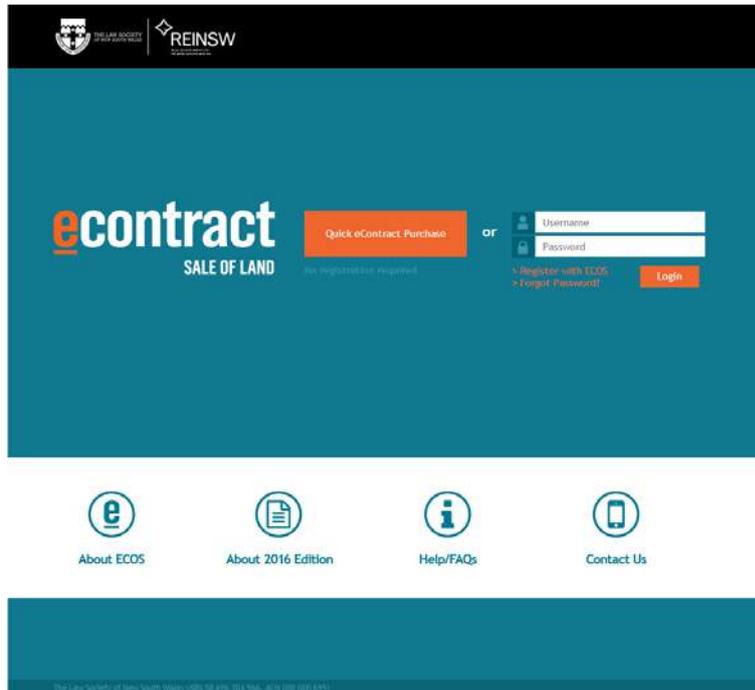
The screenshot shows the homepage of The Law Society of New South Wales. At the top left is the logo and name. To the right are navigation links: Login, Home, Contacts, Forms, Site map. Below this is a search bar with the text 'Search this site' and a 'SEARCH' button. There are also checkboxes for 'Include the Journal' and 'Advanced search'. The main banner features a large 'flip' logo and the text 'The future of law and innovation in the profession'. Below the banner are four columns of links: 'For Solicitors', 'For the Community', 'About the Law Society', and 'Resource Centre'. Each column has a list of links and a 'More...' link. To the right of these columns are several promotional boxes: 'FIND A LAWYER / FIND A FIRM' with a search form, 'PRACTISING CERTIFICATE AND MEMBERSHIP RENEWAL APPLY HERE', 'SPECIALIST ACCREDITATION RENEW TODAY', 'JOB BOARD', 'StudentHub', and 'Lifeline For Lawyers'. At the bottom, there are two columns of news items under 'Newsroom' and 'Law Reform & Advocacy', and a 'contract' logo with an 'EVENTS CALENDAR' link.

Select the eContract link

2.2 Access ECOS Directly via the ECOS Website URL

Or alternatively you can access ECOS directly by entering the following URL into your browser ecosnw.lawsociety.com.au

The following ECOS Home page will be displayed.



Purchasing Quick eContracts

There are two methods available for purchasing eContracts; **Quick eContract** or as a **Registered Customer**.

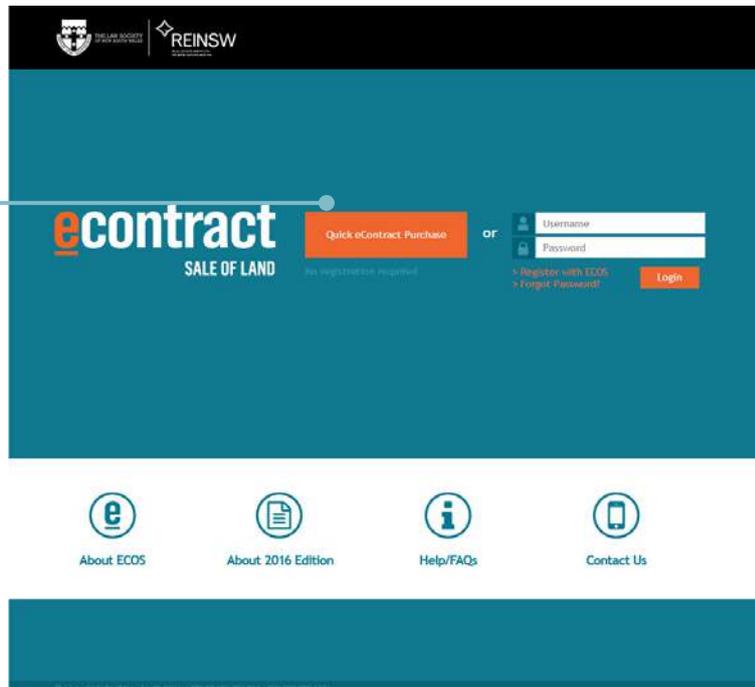
3.1 Quick eContract

As the name suggests, Quick eContract affords the customer the ability to rapidly purchase a contract for a single dwelling either Suburban or Rural. There is no need to register or sign in.

To access and purchase a Quick eContract

1) Select the 'Quick eContract Purchase' option from the ECOS Main page

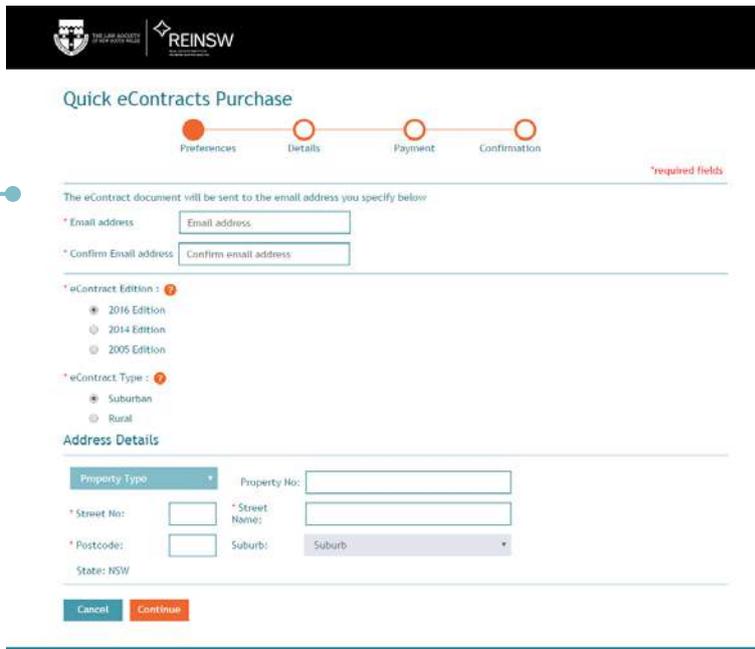
Step 1.
Select
the Quick
eContract
Purchase link



The Quick eContract Preferences page is presented to allow the customer to select the options required to produce the appropriate eContract.

2) Fill in the required fields:

	<p>Required fields are indicated with a red asterisk and include:</p> <ul style="list-style-type: none"> • Email Address and Confirm Email Address - the eContract will be emailed to this address. • eContract Edition - Select edition of contract required • eContract Type - There are two types of contract available via Quick eContract. These types vary only in the format available for entering the address or location identification of the property
	<p>The  icon is available on the ECOS site and provides help information to assist in filling in ECOS data collection forms.</p>



Step 2.

Fill in the required fields

3) Select the 'Type of eContract' and enter the property address

Suburban: Suburban eContract type allows entry of standard types of property and land that are generally situated in urban and metropolitan areas. Suburban eContract types are houses, units, apartments, lots, or flats. For houses and townhouses, the Property Type does not have to be selected.

Quick eContracts Purchase

Preferences Details Payment Confirmation

*required fields

The eContract document will be sent to the email address you specify below

* Email address

* Confirm Email address

* eContract Edition : 2016 Edition
2014 Edition
2005 Edition

* eContract Type : Suburban
Rural

Address Details

Property Type:
Property No:
Street Name:
Suburb:
State: NSW

Cancel Continue

Step 3a.
Suburban
eContract
Type Address
input fields

Rural: Rural eContract type allows the entry of non-standard property and land descriptions that are usually associated with rural properties. This includes property names and descriptions.

Quick eContracts Purchase

Preferences Details Payment Confirmation

*required fields

The eContract document will be sent to the email address you specify below

* Email address

* Confirm Email address

* eContract Edition : 2016 Edition
2014 Edition
2005 Edition

* eContract Type : Suburban
Rural

Address Details

* Street No: Street Name:
OR
* Property Description:
* Postcode: Suburb:
State: NSW

Cancel Continue

Step 3b.
Rural
eContract
Type Address
input fields

Once the details are entered:

4) Select 'Continue' proceed to the confirmation summary page.

Quick eContracts Purchase

Preferences Details Payment Confirmation

The eContract document will be sent to the email address you specify below

* Email address

* Confirm Email address

* eContract Edition :

- 2016 Edition
- 2014 Edition
- 2005 Edition

* eContract Type :

- Suburban
- Rural

Address Details

* Street No: Street Name:

OR

* Property Description

* Postcode: Suburb:

State: NSW

Step 4.

Select continue to proceed

5) Check that all the details entered are correct.

Quick eContract Purchase

Preferences Details Payment Confirmation

Please confirm the details you have provided below are correct.

Email Address : user@gmail.com

eContract Edition: 2016

eContract Type : Suburban

You are purchasing a eContract for the following property address.

* Example Street KILLCARE HEIGHTS NSW 2257

eContract Cost

Number of Contracts to purchase : 1

Price per contract : \$12.00

Total price : \$12.00

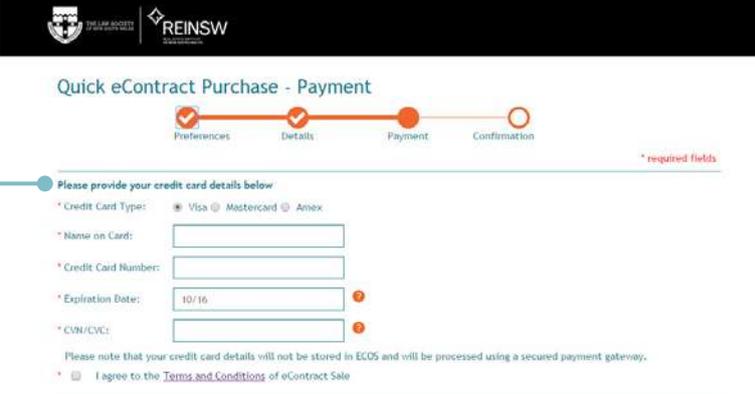
Note: All prices are in Australian dollars.

Step 5.

Confirm all details entered are correct

	PLEASE NOTE: Ensure that the property address details entered are correct as this will be watermarked on the generated eContract documents.
	<p>After checking the details, the options available are:</p> <ul style="list-style-type: none"> • CANCEL the purchase which will return the system to the Introduction page • BACK to return to the Preferences page to alter any of the details regarding the eContract • CONTINUE to the payment page for credit card detail entry. Quick eContract only allows payment by credit card.

6) Fill in with valid credit card details to process the payment.



Step 6.
Fill in with valid credit card details

	<p>Credit card details are not retained by ECOS but used only to process the payment via a secured payment gateway.</p> <p>Upon authorisation of the purchase, the Quick eContract confirmation screen is displayed.</p>
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7) Payment for the eContract is confirmed and details of how to access the eContract documents are provided

The eContract is emailed as two documents:

- The Front Pages are produced in Microsoft Word (DOC) format allowing the customer to edit the standard details of the purchase within the allowances of the copyright.
- The Clauses are produced in Portable Document Format (PDF) and watermarked with the details of the Address Location entered in the Preferences screen.

From the Confirmation page, the customer can also download both documents should there be a delay in receiving the email.



PLEASE NOTE: Once you leave the Confirmation screen, the Download option is no longer available. Customers are advised to check their email account prior to leaving the Confirmation screen.



Quick eContract Purchase - Confirmation



Thank you for your purchase. Your Quick eContract transaction has been processed successfully.

Your PDF eContract is being generated and will be emailed to:

user@gmail.com

Please note that the delivery of the eContract to your Inbox can take up to 2 minutes depending on the speed of your internet connection. If the eContract is not received within 15 minutes, please use the download link below. Should you encounter any difficulties, please use the form below to contact ECOS Support.

eContract Front Pages

eContract Clauses

[Back to ECOS Home](#)

Step 7.

Quick eContract Payment Confirmation

Registered Users

By registering with ECOS, the customer has access to a number of additional support functions including

- a history of all purchases by the customer for the past 12 months
- additional contract types are available allowing multiple types of contracts to be produced
- pre-paid account credits and top ups
- discounts for registered non-members and members of The Law Society of NSW
- eContract 'save and return' support for contracts to allow the customer to complete and purchase the contract at a later date

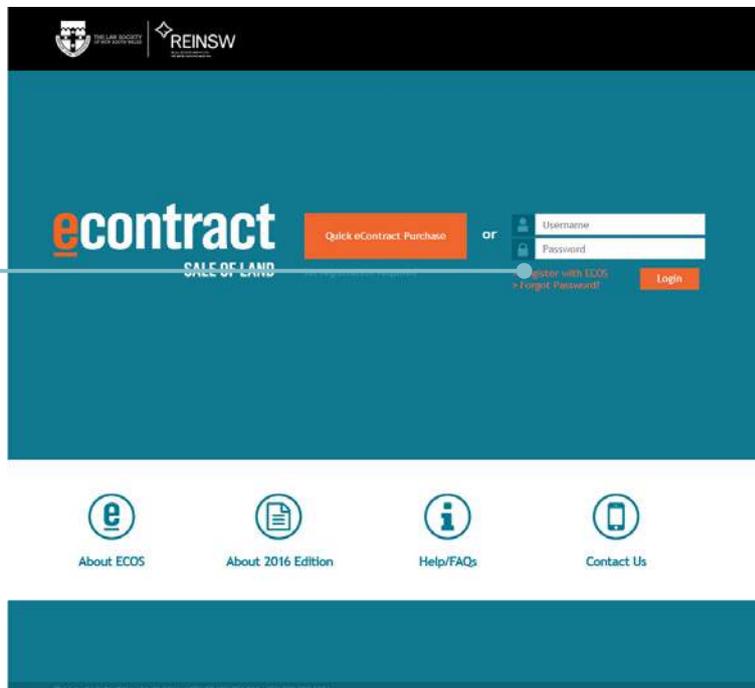


ECOS Registration is free.

4.1 Registration Process

1) Click on the 'Register With ECOS' link on the ECOS Login page.

Step 1.
Click on
Register
with ECOS



2) Fill in the required registration fields which are indicated with a red asterisk

Required Registration Fields	Description
Solicitor Number/LSID	For those members of The Law Society of NSW, their Law Society Identification (LSID) will be verified against the Regulatory database and a discounted eContract purchase rate will be applied. Customers without a LSID can register using 0 as the identifier.
User Name	User Name can be determined by the customer and any combination of letters and numbers is allowed. We would recommend that a user name that is easily remembered be recorded. If a User Name has been taken, ECOS will produce a message asking the Customer to select a different name.
Email Address	This is the email address where eContracts will be sent. Email address is also used to reset passwords and to advise the customer when account balances have reached a low threshold. Only one Registration per email address can be recorded.
First Name and Last Name	For customers with Law Society Identification numbers (LSID), the First Name and Last Name will be verified against the Regulatory database and a discounted eContract purchase rate will be applied.
Password and Confirm Password	Password must be at least 8 characters and no more than 12 characters and contain a mixture of letters and numbers.
Verification Code	A verification code is used to ensure registrations are performed by an actual person. The verification code must match the codes displayed in the image, which could be changed by hitting refresh for cases when the code is not legible.

Step 2.
Fill in the
required
registration
fields

The screenshot shows the ECOS Registration form. The form is titled "ECOS Registration" and includes a "required field" indicator in the top right. The form fields are: Solicitor Number/LSID (with a red asterisk and a red 'x' icon), User name (with a red asterisk), Email Address (with a red asterisk), First Name (with a red asterisk), Middle Name, Last Name (with a red asterisk), Company, Password (with a red asterisk and a red 'x' icon), Confirm password (with a red asterisk), and Phone. A CAPTCHA image is displayed with a "Refresh" button. At the bottom, there are "Cancel" and "Register" buttons. A footer bar contains links for "About ECOS", "About 2016 Edition", "Help/FAQs", and "Contact Us".

3) Successful Registration page is displayed and a confirmation email will be sent by ECOS with all registered customer details.

The screenshot shows the Successful Registration Page. The page is titled "Successful Registration Page" and includes a message: "Thank you for registering with ECOS. You will shortly receive an email confirming your registration details." A "Back to ECOS Home" button is visible. A footer bar contains links for "About ECOS", "About 2016 Edition", "Help/FAQs", and "Contact Us".

ECOS 'My Home' Dashboard

The information on the My Home page includes:

- Contract ID which is a sequential number allocated by ECOS
- Date eContract was created
- Address and Suburb that has been watermarked on the eContract
- Reference ID which is a free-format field that can be used by the customer. As an example, a matter number or surname of the seller could be entered in Reference ID.
- A history of all purchases by the customer for the past 12 months



The 'My Home' page provides access to:

- the history of all purchases by the customer for the past 30 days with access to search for eContracts created or purchased from the past 12 months.
- pre-paid account balance details

Your prepaid account balance is 5416.00

Customer
Prepaid
Balance

Contract ID	Date Created	Address	Suburb	Reference ID	Status	Actions
71272	17/05/2016	BIG WEIR NEXT TO COW OBERON NSW ...	OBERON	FRONT	Purchased	
71269	17/05/2016	74 WALLALONG CRESCENT WEST PYMBL...	WEST PYMBLE		Purchased	
71288	17/05/2016	5 MARTIN ROAD HAREMBURN NSW 2065	HAREMBURN		Purchased	
71267	17/05/2016	4A TALUS AVENUE	MOUNT VIEW	COTP-Sextons	Purchased	
71271	17/05/2016	9-15 LANGLEY PARADE	CHELLENHAM		Purchased	
71252	17/05/2016	2 Mason Road DACEYVILLE NSW 2032	DACEYVILLE	B/999-02	Purchased	



About ECOS



About 2016 Edition



Help/FAQs



Contact Us

5.1 Search Form

Search criteria can be entered by the customer to limit the results returned in the My Home list. Criteria such as from and to dates, postcodes, Reference ID, and a combination of these can be entered to filter the results the customer would like to see.

The screenshot shows the search interface of the ECOS 'My Home' dashboard. At the top, there are navigation links for 'MY HOME', 'PURCHASE', and 'CONTACT', and user options for 'MY ACCOUNT' and 'LOGOUT'. The search section is titled 'Search' and contains several input fields: 'Reference ID' with a search icon, 'Postcode', 'From' with a calendar icon, 'Status' as a dropdown menu, 'Suburb' as a dropdown menu, and 'To' with a calendar icon. There are two buttons at the bottom right: 'Search' and 'Reset'.

5.2 eContracts Listing Status and Actions Column

The STATUS column will indicate if the eContract has been PURCHASED or is IN PROGRESS.

Status	Action Icon	Description
Purchased eContracts can be download by clicking on the icons in the ACTIONS column		This icon is for the front pages of the eContract which are in Rich Text Format and can be edited by the customer
		This icon is for the clauses of the eContract which are in PDF format and watermarked with the address and suburb of the property being purchased.
In Progress indicates that a customer has commenced entering the details of the property but has saved these details and not continued to the payment page.		By selecting this icon, the customer will be taken to the Payment page
		By selecting this icon, the customer will be taken to the Preferences page to allow details for the eContract to be edited and modified
		By selecting this icon, the eContract will be deleted.

5.3 ECOS Site Navigation Bar



Number	Navigation	Description
1	My Home	This takes the customer back to 'My Home' page.
2	Purchase	This takes the customer through the eContract Purchase screens; this is covered in section 6.
3	Contact	This takes the customer to a Contact data collection form to submit feedback or questions to be directed to ECOS Support.
4	My Account	This takes the customer to the ECOS 'My Account' services; this is covered in Section 7.
5	Logout	This link will take the customer back to the ECOS login page and log the current user out of the ECOS system.

5.4 Multiple Contracts

Where a customer has multiple contracts either Purchased or In Progress, an expansion icon is displayed in the CONTRACT ID column.

Contract ID	Date Created	Address	Suburb	Reference ID	Status	Actions
+	27/10/2014	8A Marshall Street	WILTON	Redwick Partners	Purchased	
28975	27/10/2014	6 Harriden Road HINCHINBROOK NSW ...	HINCHINBROOK	Burns RE	Purchased	
28974	27/10/2014	30 Donnelly Road NAREMBURN NSW Z...	NAREMBURN	677/99	Purchased	
*	27/10/2014	5-9 Kate Street	GOOGONG	Googong Heights	In Progress	

Expansion icon to maximise or minimise multiple eContract group

The + sign indicates that there are multiple eContracts that have been created by the customer. Clicking on the + icon will expand the details. Clicking on the - icon will minimise the details and again display the summary line on the eContract listing.

Contract ID	Date Created	Address	Suburb	Reference ID	Status	Actions
+	27/10/2014	8A Marshall Street	WILTON	Redwick Partners	Purchased	
28976	27/10/2014	Lot 1 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28977	27/10/2014	Lot 2 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28978	27/10/2014	Lot 3 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28979	27/10/2014	Lot 4 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28980	27/10/2014	Lot 5 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28981	27/10/2014	Lot 6 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	
28982	27/10/2014	Lot 7 / 8A Marshall Street WILTON NS...	WILTON	Redwick Partners	Purchased	

Expanded Multiple eContract group

Purchasing eContracts for Registered Users

From the My Home page, the customer can select to Purchase an eContract by selecting PURCHASE from the ECOS site navigation. ECOS will take the customer to the eContract Purchase page to allow entry of preferences.



The Preferences page for registered customers is similar to the Quick eContract page with additional options:

- The customer has the option to produce the front pages of the eContract by ticking the check box.
- A Reference ID can be recorded as well to assist the customer in flagging identifying information regarding the eContract e.g. Vendor Name, Matter ID, etc.

6.1 eContract Preferences

- 1) Select 'Purchase' from the navigation
- 2) Select the eContract Edition
- 3) Check the option to have ECOS provide the eContract Front Pages
- 4) Provide optional 'Reference ID' information e.g. Vendor Name, Matter ID, etc.

Step 1.
Select Purchase

Step 2.
Select eContract edition

Step 3.
Check to request eContract Front Pages

Step 4.
Provide optional 'Reference ID'

The screenshot shows the 'eContract Purchase' page with a navigation bar at the top containing 'MY HOME', 'PURCHASE', 'CONTACT', 'MY ACCOUNT', and 'LOGOUT'. Below the navigation bar is a progress indicator with four steps: 'Preferences' (selected), 'Details', 'Payment', and 'Confirmation'. The main form area includes the following sections:

- eContract edition:** Radio buttons for '2016 Edition' (selected), '2014 edition', and '2005 edition'.
- Contract front pages:** A checkbox labeled 'Include eContract front pages'.
- Reference ID:** A text input field labeled 'Reference ID'.
- eContract Type:** Radio buttons for 'Suburban' (selected), 'Rural', 'Multiple properties in 1 contract', 'Multiple contracts for multiple properties (max 20 properties)', and 'Multiple contracts for Off The Plan Development'.
- Address Details:** A section with input fields for 'Property Type', 'Property No.', 'Street No.', 'Street Name', 'Postcode', and 'Suburb'. The 'State' is set to 'NSW'.

At the bottom of the form are 'Cancel' and 'Continue' buttons. A red asterisk and the text '* required fields' are visible in the top right corner of the form area.

6.1.1 Additional eContract Types for Registered Users

There are three supplementary eContract Types available to registered customers

- Multiple properties in one contract
- Multiple properties on multiple contracts
- Off the plan contracts for large purchases

5) Select the eContract Type and Fill in the Property Address Details

Multiple Properties in one contract is a variation of the Suburban eContract type and allows a number of separate properties to be listed in one contract. This function covers such things as strata title properties with separate garages. For each property listed in one eContract, the customer must select the primary address which will be used as the watermark on the clauses.

* eContract edition: ?

2016 Edition
 2014 edition
 2005 edition

eContract front pages

Include eContract front pages

Reference ID: ?

* eContract Type: ?

Suburban
 Rural
 Multiple properties in 1 contract
 Multiple contracts for multiple properties (max 20 properties)
 Multiple contracts for Off The Plan Development

Address Details

Property Type: Property No:

* Street No: * Street Name:

* Postcode: * Suburb:

State : NSW

Primary Address ?	Property Address	Actions
<input type="radio"/>	2 Mason Road DACEYVILLE NSW 2032	<input type="button" value="X"/>
<input type="radio"/>	2A Mason Road DACEYVILLE NSW 2032	<input type="button" value="X"/>

Step 5.

Select the eContract Type and Fill in the Address Details

Step 6.

Select Primary watermark for the eContract



For this Contract Type, it is important to select the primary address which will be used by ECOS to watermark the eContract document.

Multiple Contracts for Multiple Properties is a variation of the Suburban Contract type and allows a number of separate properties to be listed on multiple contracts. This function supports a quicker method of producing a number of properties at the same address without entering the information as single purchase contracts. Multiple Contracts for Multiple Properties will usually cover a series of apartments, townhouses or units at the same street address.

One eContract is produced for each individual property. Up to 20 individual properties at the one street address can be created by this function and can be separated by commas.

For example, if the properties for sale are unit 7, unit 11 and unit 18 at 23 Smith Street in Smithfield, the customer can enter 7, 11, 18 in the Address Range field for 23 Smith Street Smithfield and 3 contracts will be created; one for Unit 7, one for Unit 11 and one for Unit 18.

Step 5.

Select the eContract Type and Fill in the Address Details

eContract front pages

Include eContract front pages

Reference ID:

* eContract Type:

- Suburban
- Rural
- Multiple properties in 1 contract
- Multiple contracts for multiple properties (max 20 properties)
- Multiple contracts for Off The Plan Development

Address Details

* Flat * Address Range:

* Street No: * Street Name:

* Postcode: * Suburb:

State: NSW

Multiple Contracts for Off The Plan Development is a variation of Multiple Contracts for Multiple Properties and allows a contiguous range to be entered.

For example, apartments 1 - 100 is entered '1-100' in the Address Range field. The cost of purchasing Multiple Contracts is calculated based on the range entered, however only one physical contract will be produced which can be used by the purchaser within the copyright limitations. The watermark will correspond to the range entered in the Address Range field. Should individual contracts be required, please use the MULTIPLE CONTRACTS FOR MULTIPLE PROPERTIES option.

Step 5.

Select the eContract Type and Fill in the Address Details

* eContract Type:

- Suburban
- Rural
- Multiple properties in 1 contract
- Multiple contracts for multiple properties (max 20 properties)
- Multiple contracts for Off The Plan Development

Address Details

* Lot * Address Range:

* Street No: * Street Name:

* Postcode: * Suburb:

State: NSW

6.2 Payment Processing for Registered Customers

Registered customers have the ability to either pay by credit card for one-off purchases or to pre-pay an amount for future use. Please see section detailing the available 'My Account' options.



If there are prepaid amounts attached to the customer's registered account, any purchases will be allocated against this total. If there isn't enough credit in the pre-paid account, the customer will be presented with the credit card payment screen.

Alternatively, customers can save the contracts for a later purchase right after topping-up their pre-paid balance via the My Account tab > Setup Payment options (explained in the succeeding section) to allow usage of existing balance as form of payment.

MY HOME PURCHASE CONTACT MY ACCOUNT LOGOUT

eContract Purchase - Payment

Progress: Preferences (checked), Details (checked), Payment (current), Confirmation (empty)

* required fields

Prepaid Contracts Credit
 Prepaid Credit: \$792.00
 eContract Cost: \$104.00
 New Prepaid Contract Balance: \$688.00

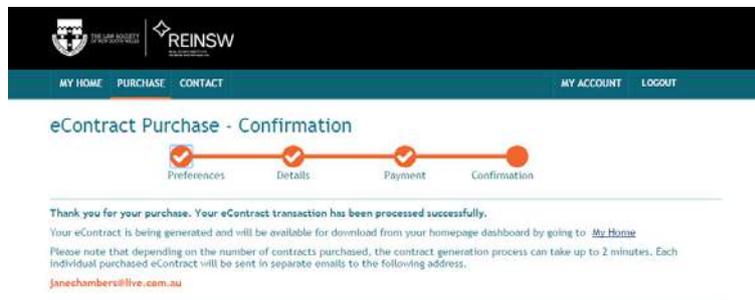
I agree to the [Terms and Conditions](#) of eContract Sale

Save & exit Cancel Back **Submit and Process Payment**

[About ECOS](#)
[About 2016 Edition](#)
[Help/FAQs](#)
[Contact Us](#)

6.3 eContract Purchase Confirmation Screen

Once the payment is processed, the below confirmation page is displayed.



Once the eContract purchase is complete, the customer should receive an email containing their eContract.

Please note that this process may take up to 2 minutes depending on internet connection speed.

My Account

In the MY ACCOUNT area, registered customers can:

- Change customer details
- Top up the pre-paid amounts
- Set the threshold to receive alerts when the pre-paid amount falls below a pre-determined dollar amount



- Changes to passwords and email addresses are edited and saved from the Update User Details area.
- UPDATE PREFERENCES and SETUP PAYMENT OPTIONS relate to pre-paid accounts for registered customers.

7.1 Update User Details

The screenshot displays the 'My Account' page with a navigation bar at the top containing 'MY HOME', 'PURCHASE', 'CONTACT', 'MY ACCOUNT', and 'LOGOUT'. The main content area is titled 'My Account' and features a 'Update User Details' form. The form is divided into two sections: 'Update your account details' and 'Update your account password'. The first section includes fields for Solicitor Number/LSID, First Name, Middle Name, Last Name, Company, Email Address, Phone, and Username. The second section includes fields for Password and Confirm Password. Below the form are 'Cancel' and 'Update' buttons. To the right of the form, a dropdown menu is open, showing 'Update Preferences' and 'Setup Payment Options'. At the bottom of the page, there is a footer with links for 'eContract About ECOS', 'eContract 2014 Edition', 'Help/FAQs', and 'Contact Us'. On the left side of the page, there are three callout boxes: 'Update User Details' pointing to the form, 'Update Prepaid Threshold Preferences' pointing to the dropdown menu, and 'Prepaid Payment Option' pointing to the footer area.

Update User Details

Update Prepaid Threshold Preferences

Prepaid Payment Option

7.2 Setup Payment Options - Prepaid

Any amount can be allocated to a prepaid account by following the steps below:

- 1) Enter the number of contracts to prepay and click on 'Calculate Cost'
- 2) Confirm Total Amount calculated for prepayment
- 3) Enter valid credit card details and click on 'Submit' to Process and finalise prepayment using the standard secured NAB Transact gateway.

My Account *required fields

Update User Details ▼

Update Preferences ▼

Setup Payment Options

* Number of Contracts to Prepay: *

[Calculate Cost](#)

Total Amount to Prepay: \$800.00

* Credit Card Type: Visa MasterCard AMEX

* Name on Card:

* Credit Card Number:

* Expiration Date: *

* CVM/CVC: *

Note: All prices are in Australian dollars.

[Submit and Process Payment](#)

Step 1.

Enter the number of contracts to prepay and click on Calculate Cost

Step 2.

Confirm Total Amount to be charged

Step 3.

Enter valid credit card details and Submit

7.3 Update Preferences - Prepaid Threshold Setting

Based on the \$ dollar amount indicated in the Prepaid Notification Threshold, the customer will be notified by email when prepaid balance falls below this threshold value after each successful purchase.



ECOS Registration is free.

MY HOME PURCHASE CONTACT MY ACCOUNT LOGOUT

My Account *required fields

Update User Details ▼

Update Preferences

Prepaid Notification Threshold:

You will be notified via email if your prepaid balance reaches this \$ amount:

[Submit](#)

To disable the prepaid threshold notification, reset the value to 0.

