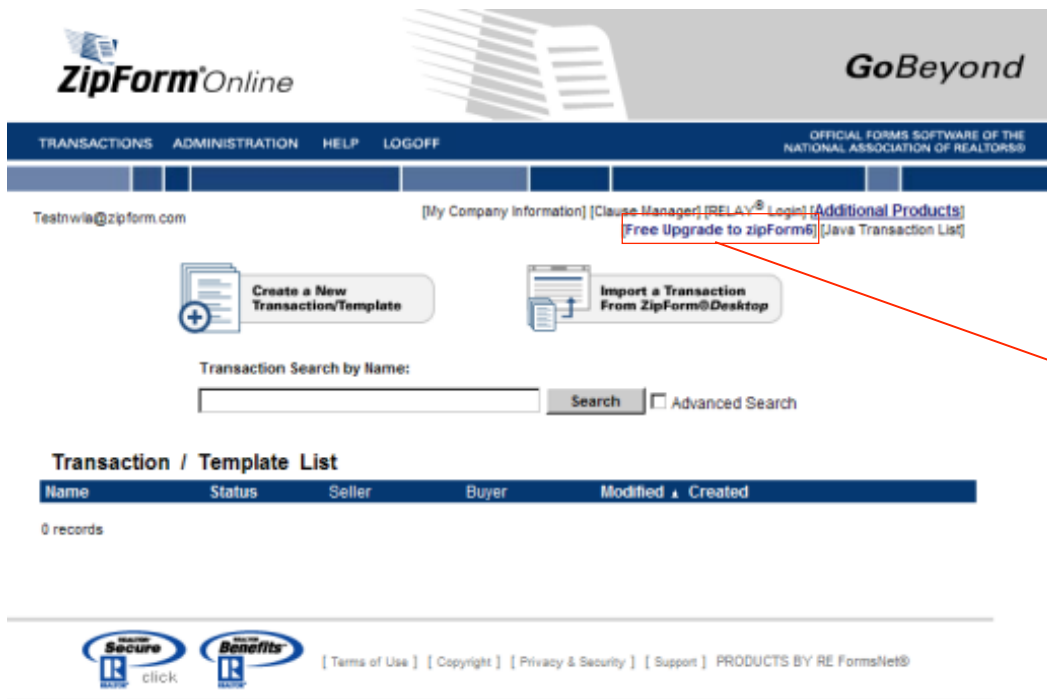


Existing ONLINE Version
Indiana Association of
REALTORS®

Upgrade/Sign up process for
zipForm® 6

Upgrade Process for zipForm® 6

BEFORE YOU START! Go to www.java.com and click on “Do I have Java?” This will update your version of Java if necessary. Java **MUST** be updated before upgrading to ZipForm®6



Step 1

To upgrade the program from ZipForm Online to zipForm 6 Professional the user will first click on the “Free UPGRADE to zipForm6” link located in their online program.

Step 2

REALTOR® Membership Information
Please Provide your NRDS Number and Last Name to qualify for REALTOR® pricing and products

*NRDS ID [What is my NRDS ID?](#)

*Last Name

[I am not a Realtor®](#)



The user will then be prompted to enter their NRDS number and last name to verify membership.

Last Name is Case Sensitive; ex. Smith

Enter Your Company Information
Note: The information you provide may be shown on your forms.

Salutation:

*First Name:

Middle Name:

*Last Name: Suffix:

*Company:

*Phone: - - Ext:

Mobile Phone: - -

Fax: - -

*Email:

*Street Address: (P.O. Box, if applicable)
 (Suite/Apt no. if applicable)

*City:

*State/Region:

*Country:

*Zip Code:



Step 3

After verifying the membership it will then prompt the user to confirm the company information (it will ask them to enter their email and phone number).

CURRENT ORDER						
Quantity	Item	Expiration	Unit Price	Prorated Price	Discount	Amount Charged
1	zipForm® 6 Professional Edition Member Benefit	10/15/2010	\$0.00	\$0.00	\$0.00	\$0.00
1	zipForm® 6 Standard Edition Member Benefit	10/15/2010	\$0.00	\$0.00	\$0.00	\$0.00
1	ZipForm Demonstration Library	10/15/2010	\$0.00	\$0.00	\$0.00	\$0.00
Item(s) Sub Total :						\$0.00
Shipping/Handling :						\$0.00
Sales Tax :						\$0.00
Grand Total :						\$0.00

zipLogix License Agreement
 Do you agree to the License Agreement? Yes No
[zipLogix License Agreement](#)



Your Account



- HOME
- PROFILE
- SHOP
- LOGOFF

MY MESSAGES

Thank you for your order! Your product information is listed below.

zipForm® 6 Standard Edition requires zipLogix credentials to activate the software. If you do not know your credentials, please [[click here](#)] to reset your credentials. This will not change your zipForm® 6 Professional Edition credentials.

MY PRODUCTS

PRODUCTS	Expiration Date
zipForm® 6 Standard Edition	10/15/2010
System Requirements PC Download File: DOWNLOAD NOW MAC Download File: DOWNLOAD NOW	
zipForm® 6 Professional Edition	10/15/2010
System Requirements Login URL: http://qa.zipformonline.com	
zipForm® 6 Form(s) & Other Products	
ZipForm Demonstration Library	10/15/2010

[SHOP for additional products \[click here \]](#)

Step 4

It will then take the user to the order confirmation screen. The user will need to accept the license agreement and click continue.

NOTE: The process will give the user both the zipForm 6 Standard and zipForm 6 Professional. The activation information for Standard will be the same as their Professional login information.

Step 5

They have now upgraded to zipForm® 6. They can either log back into the Professional program or download the Standard program.