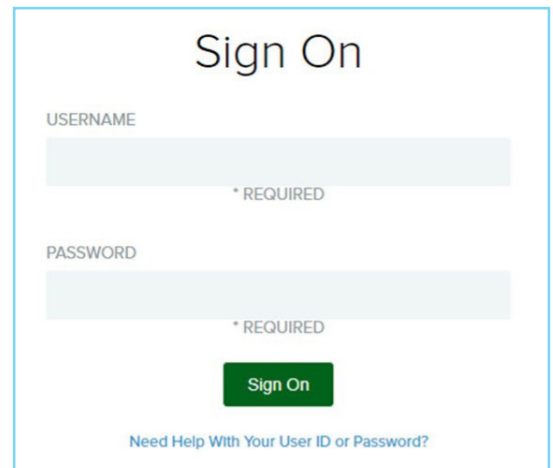


# Requesting DO/DU Sponsorship from FSB Mortgage

This document explains how to use the Desktop Originator® Online Registration application to request additional sponsorships from FSB Mortgage.

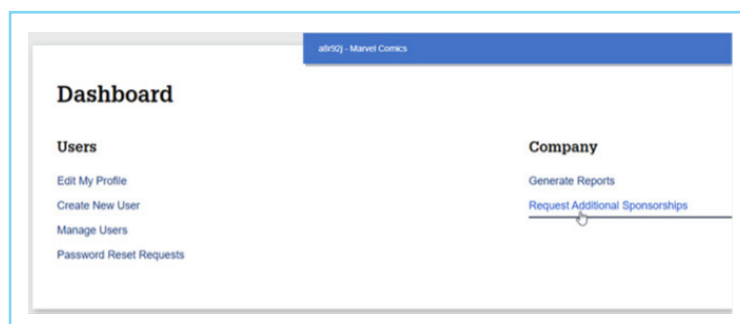
**Note:** Before you can begin this process, you must already be a registered user of Desktop Originator (DO®).

1. Go to the [Technology Manager Application Log In](#) page.
2. Enter your username and password, then click **Sign On**.

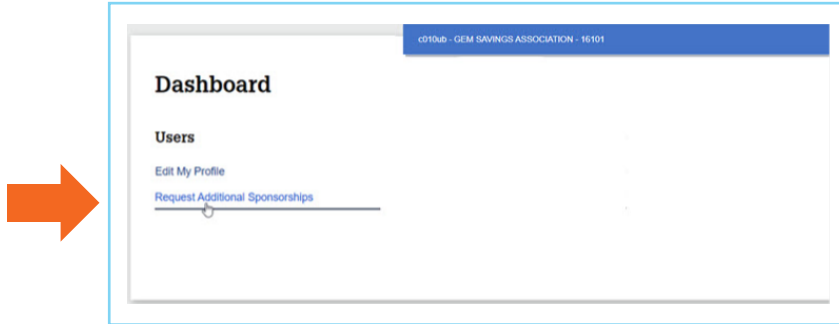


The screenshot shows a 'Sign On' form with two input fields: 'USERNAME' and 'PASSWORD'. Both fields are marked as '\* REQUIRED'. Below the fields is a green 'Sign On' button. At the bottom of the form, there is a link that says 'Need Help With Your User ID or Password?'.

3. If you are a User Administrator, your view will look like the following. Click **Request Additional Sponsorships**.

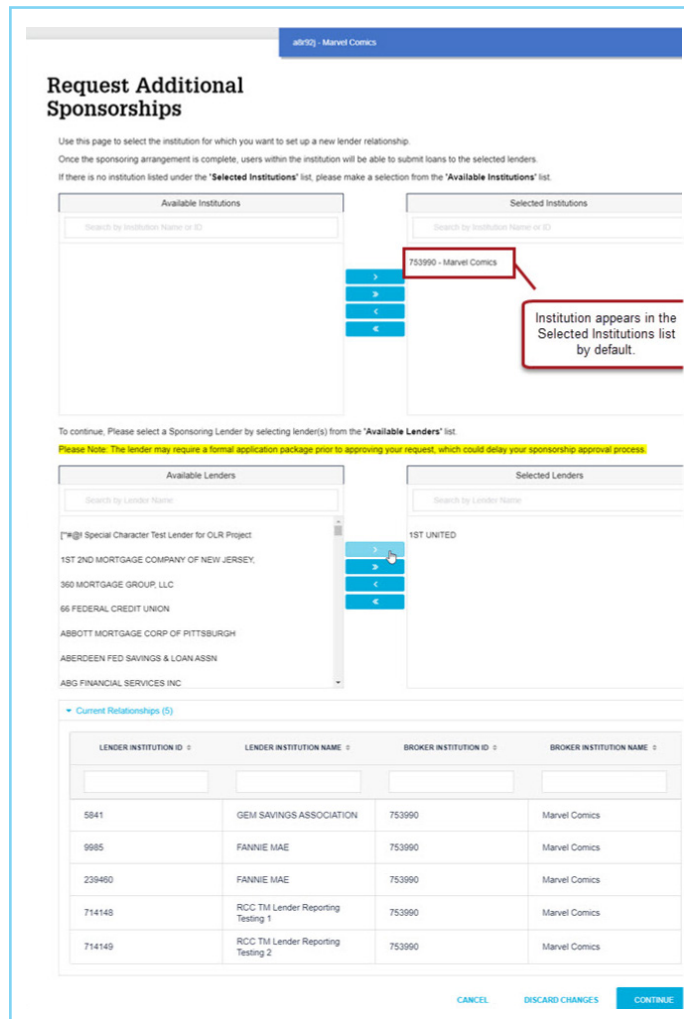


4. If you are not a User Administrator, your view will look like the following. Click **Request Additional Sponsorships**.

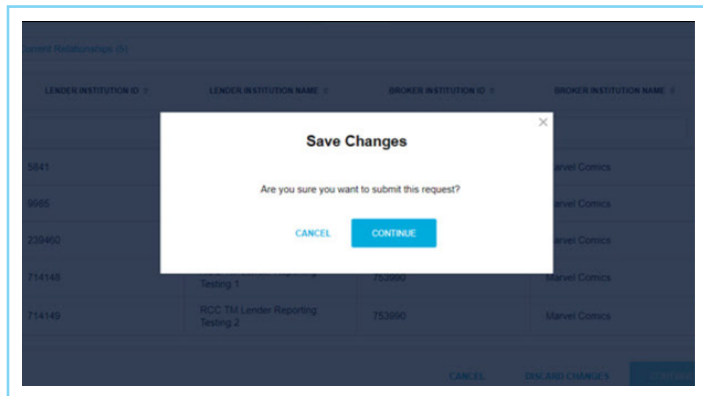


5. Select First Savings Bank for the sponsorship request and click **Add**. Once selections are completed, click **Continue**.

**Note:** If your organization has only one institution ID, it will be defaulted as the selected institution on the right. If your organization has more than two institution IDs, the applicable institution must be selected using the **Add** option.



6. On the confirmation screen, click **Continue** to submit your request.



7. The Thank You screen appears, indicating that your request has been submitted to First Savings Bank. You can print a copy for your records. Click the **Dashboard** link to close the window and return to your homepage.

**Note:** A confirmation email is sent to the email address you specified, indicating that a sponsorship request was submitted to First Savings Bank. The email also includes a tracking number that you can use if you need to contact us to determine the status.

Contact Us Today! [TPOSales@fsbmortgage.com](mailto:TPOSales@fsbmortgage.com)

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