

Reimagined!

Dominion Leasing Software

2019 User Conference



Virginia Crossings

Hotel & Conference Center

Glen Allen, Virginia

May 19 - 21, 2019

Your 2019 Dominion User Conference

Your 2019 Dominion Leasing Software User Conference will be held on **May 19 - 21, 2019** at the beautiful **Virginia Center Crossings Hotel and Conference Center** in suburban Richmond, Virginia. We couldn't be more excited to host this event! So much has occurred since we last met, and we cannot wait to catch you up on some of the things you may have missed. For instance, did you know:

- ◆ LeaseComplete Version 5 has been officially released
- ◆ No fewer than six (6) LeaseComplete Version 5 production implementations are underway
- ◆ A new, real-time LeaseComplete Customer Web Portal product has been introduced
- ◆ A complete Credit Origination Solution has been added to the Dominion product line-up

If any of this comes as a surprise to you, or if you would like to learn more about these products, we enthusiastically invite you to attend this year's Dominion Leasing Software User Conference.



Attending The Conference

When you attend the Dominion User Conference, you invest in the success of your business. You will attend educational sessions and experience unparalleled networking opportunities with your peers. Each interaction provides your team the opportunity to discover new system features, business processes, and opportunities.

Here are a few additional reasons for you to make plans to attend this year:

- ◆ **Explore training opportunities for team members of every experience level**
- ◆ **Discover new system features and recent enhancements**
- ◆ **Follow the development roadmap for current and future product offerings**
- ◆ **Streamline system usage by learning best practices for widely used functionality**
- ◆ **Connect with the Dominion Team in both professional and casual settings**

All pictures and descriptions of the Virginia Center Crossings Hotel and Conference Center contained herein are used by permission.



Virginia Crossings Hotel and Conference Center

The 2019 Dominion Leasing Software User Conference will be held at the beautiful Virginia Center Crossings Hotel and Conference Center in Glen Allen (suburban Richmond), Virginia. Here you will find peacefulness and relaxation at a retreat-like setting with an extensive 20-acre green space. Known for hosting unforgettable meetings with best-of-class conference rooms and state-of-the-art technology, the hotel also offers opportunities for golfing across the way at The Crossings Golf Club or to visit downtown Richmond and explore the sights. There's a reason Virginia Center Crossings Hotel and Conference Center has been rated 4 Diamond for 12 consecutive years.



Accommodations feature southern charm and fantastic views overlooking the courtyards, gardens, or the greens of The Crossings golf course. Each room includes Wi-Fi, a large HDTV, workspace with ergonomic desk chair, high-end amenities, and Wolfgang Puck coffee and tea. Dining options include the Tavern Bar and Grill, the Glen Restaurant, or simply enjoy in-room dining options.

Local Attractions

Plan your arrival or departure to take advantage of local area attractions, including:

- ◆ James River Cellars Winery (3.8 miles)
- ◆ Lewis Ginter Botanical Gardens (5.1 miles)
- ◆ Historic Civil War sites, including the American Civil War Museum (12 miles)
- ◆ Downtown Area of Richmond, Virginia (12.6 miles)

Learn more at: <https://tapestrycollection3.hilton.com/tc/virginia-crossings-hotel/>



Featured Session Content for 2019

The 2019 Dominion Leasing Software User Conference features a broad scope of topics designed to introduce new products, features, and additions, including the following topics.

LeaseComplete Version 5 Overview

An introduction to LeaseComplete Version 5, designed to explain the redesign and walk you through the enhanced feature set. This session will include a live demonstration of the product, which is currently available to your organization.

Introducing DecisionComplete©

An introduction to the newest addition to the Dominion product suite: a complete, web-based credit origination and workflow product. DC features intelligent workflow processing, credit and other third-party integrations, and the ability to produce and track your origination documents.

LeaseComplete Customer Portal

An overview of the new LeaseComplete Customer Portal: a powerful, configurable web portal that connects your customers with their account information in real-time. This session will include a live demonstration of this product addition which is ready to deliver.

LeaseComplete V5 Upgrade

An exploration of the upgrade process from LeaseComplete V4.x to V5.0. Topics will include assessment and planning, deployment options, hardware requirements, custom procedures, reporting, interfaces, training, and associated timelines.



LeaseComplete V4.20 Review

A summary of the features added with the latest LeaseComplete V4 Service Pack update. Key feature additions will be highlighted and usage examples explored. Learn how to better use the features you already have by attending this informative session.

Maximizing Queues to Automate Workflow

A discovery of the capabilities of queuing in LeaseComplete. This session will include a thought-provoking discovery of how to better utilize queuing throughout the System to automate ticklers, tracking, follow-up, and specialized workflow.

Using Wizards to Maximize Productivity

An exploration of the capabilities and features available via the many wizards available throughout the LeaseComplete System. This eye-opening session will introduce you to features that will save you time and prevent mistakes on tasks you perform every day.

Session topics and content are subject to change without notice.



Education and Training Opportunities

Take advantage of the opportunity to enhance your knowledge of Dominion’s software suite and learn new skills by attending these educational sessions during the conference.

Tracking and Follow-up Options

Discover new ways to manage everyday tracking tasks, including the ability to create checklist templates that may be applied throughout the system to record and manage routine activities.

Mass Imports and Exports

Learn how to utilize the LeaseComplete System’s powerful import and export utilities, including new options, bulk changes, and performing mass purges.

Funding Enhancements

Learn the new features added to the Notes Payable module of LeaseComplete V5, including processing for credit lines and mass-funding of tranches.



Restructure or Rebook

Learn when it is better to perform an in-place contract restructure via the Contract Rewrite and when you should simply terminate and rebook a contract.

Reporting Made Easy

Learn how to configure, run, export, and manage reports in the system. Includes an overview of the new “My Reports” feature.

Security Enhancements

Learn management and application of LeaseComplete security including feature, screen, field, report, and image security via our new centralized security module.

Contract Terminations

Dive into the various Contract termination methods and options. Included in this session are new features added with LeaseComplete V5, such as automatic note payoffs.

Tips and Tricks

Discover quick solutions to common situations as our experts cover topics ranging from ACH/PAP updates, sales tax changes, creating unlimited fees, etc.

Making the Most of Support

Discover how to better utilize the support services provided by Dominion, including an overview of the Customer Support Portal and management of software updates.

Session topics and content are subject to change without notice.



Sunday, May 19, 2019

7:00pm - 9:00pm	Conference Registration	Henrico
7:00pm - 9:00pm	Welcome Reception	Henrico

Monday, May 20, 2019

7:00am - 9:00am	Breakfast	Glen Restaurant
9:00am - 9:45am	Concurrent Breakout Sessions	King William & King George
9:45am - 10:00am	Morning Break	
10:00am - 10:45am	Concurrent Breakout Sessions	King William & King George
10:45am - 11:00am	Morning Break	
11:00am - 11:45am	Concurrent Breakout Sessions	King William & King George
11:45am - 1:00pm	Lunch	Glen Restaurant
1:00pm - 1:45pm	Concurrent Breakout Sessions	King William & King George
1:45pm - 2:00pm	Afternoon Break	
2:00pm - 2:45pm	Concurrent Breakout Sessions	King William & King George
2:45pm - 3:00pm	Afternoon Break	
3:00pm - 3:45pm	Concurrent Breakout Sessions	King William & King George
6:30pm - 7:00pm	Cocktails	Chesterfield
7:00pm - 10:00pm	Dinner and Entertainment	Hanover

Tuesday, May 21, 2019

7:00am - 9:00am	Breakfast	Glen Restaurant
9:00am - 9:45am	Concurrent Breakout Sessions	King William & King George
9:45am - 10:00am	Morning Break	
10:00am - 10:45am	Concurrent Breakout Sessions	King William & King George
10:45am - 11:00am	Morning Break	
11:00am - 11:30am	Closing Session	King George
11:30am - 1:00pm	Lunch (on your own)	



A number of important deadline dates and contact information are listed on the next few pages. Please read carefully.

How to Register

Please follow these three simple steps to secure your attendance at the User Conference:

1. Complete the Registration Form located on the final page of this brochure or on our website at: <https://domls.com/conference/registration>
2. Mail your payment to one of the addresses shown below.
If you register online or email the Registration Form to userconference@domls.com, you will be invoiced for the appropriate registration fees.
3. Book your hotel reservations directly with the Virginia Crossings Hotel and Conference Center. Please click this [link](#) to secure your conference discount rate of \$129/night:
You may also register by phone at: 1-804-727-1400, Event Name: **Dominion Leasing**

If you are mailing your Registration Form or payment, please use one of the following addresses:

Mailing Address:

Dominion Leasing Software
P.O. Box 550
Powhatan, VA 23139

Overnight Delivery Address:

Dominion Leasing Software
1545 Standing Ridge Drive
Suite B
Powhatan, VA 23139

Conference Registration Rules

- ◆ All participants must be registered in advance using the Registration Form contained in this brochure. Registration is mandatory to attend the conference.
- ◆ Registrations are accepted for the entire conference only. No partial registration is available. Only registered individuals wearing a badge may attend conference events.
- ◆ The full registration fee is payable in advance, per the deadlines herein, in U.S. funds.
No registrations will be considered complete until payment is received.
- ◆ The registration fee includes all general conference sessions, social activities, breakfasts, lunch, and dinner events as listed in the Conference Schedule contained herein.

Spouse/Companion Registration

- ◆ Spouse/Companion registration fees include all meals and social functions as outlined in the Conference Schedule.
- ◆ To attend the conference sessions, your spouse/companion is required to complete his/her own registration form and to pay the full attendee registration fee. (No exceptions.)



Virginia Crossings Hotel: Making Reservations

Dominion Leasing Software does not arrange for hotel accommodations, but provides reservation information so that you may make your own reservations. Please register as an attendee to the conference before making your hotel reservations. Anyone making a hotel reservation at the Virginia Crossings Hotel who does not register for the conference will be excluded from the conference room block. Hotel reservations will be based solely on availability and will be at a special discounted rate. A block of rooms is being held for attendees of the Dominion Leasing Software User Conference at:

Virginia Crossings Hotel
1000 Virginia Center Parkway
Glen Allen, VA 23059
Reservations: 1-804-727-1400
Code: Dominion Leasing



A block of deluxe rooms have been reserved for the conference at the special rate of only \$129.00 USD (plus taxes) per night. Please make your hotel reservations no later than April 1, 2019 and mention that you are attending the “Dominion Leasing Software User Conference” in order to obtain accommodations at the special conference rate noted above. Accommodation requests received after the cutoff date are subject to availability and will be at a higher rate.

To accommodate those who may wish to vacation in the area, we have secured the discounted User Conference room rate a few days before or after the User Conference dates. Please be sure to book the additional room nights at the time you reserve your room for the User Conference in order to receive this discounted rate.

Online Hotel Reservations

The best way to reserve your room is via our dedicated on-line reservation link below:

[Click for Hotel Reservations](#)

Travel Arrangements to the Hotel

Located in central Virginia, the Hotel is convenient to three (3) local airports:

- ◆ Richmond International Airport (RIC). Approx. 30 minutes.
Info at: www.flyrichmond.com
- ◆ Newport News International Airport (PHF). Approx. 72 minutes.
Info at: www.flyphf.com
- ◆ Norfolk International Airport (ORF). Approx. 95 minutes.
Info at: www.norfolkairport.com



What to Pack

Late spring is perhaps the most beautiful time of the year in Central Virginia! Although temperatures can vary in the month of May, daytime highs generally reach the mid-to-upper 70 degree range. Overnight, lows could dip down into the mid-to-upper 50 degree range. Humidity is low and there is generally plenty of sun: perfect weather for golf, sight-seeing, or other outdoor activities.

Dress during all official User Conference functions will be business casual. It is recommended that you also bring a light jacket or sweater with you, even for indoor activities, as the meeting rooms tend to be a bit cooler by design.

If you plan to stay and tour the Central Virginia area, we highly recommend bringing some comfortable walking shoes and arrange for transportation.

Although the hotel itself has many walking trails, other area attractions will require a car, Uber® or other means of transport. We advise visiting the hotel website in advance to plan and maximize your free time.



Cancellation and Substitution Policy

We understand that sometimes plans change and you may find yourself in a situation where you need to cancel your conference reservation. We will do our best to accommodate your request if it is made within the cancellation period as indicated herein. (After this period, our costs are locked in with the hotel and our suppliers and cannot be changed.)

To cancel your registration please provide request for such in writing via email prior to the cancellation deadline:

Conference mail: userconference@domls.com

Upon receipt of your cancellation notice, we will email you a confirmation and process your refund. All refunds will be processed less a \$100.00 processing fee.

No refunds can be given for cancellations made after the cancellation deadline has passed.

We regret that refunds cannot be provided for no-shows.

Substitutions may be made at any time, including on-site registration. If you intend to substitute, please notify us as soon as possible by sending a letter or email as indicated above.

Photographs Taken at This Conference

By registering for this conference you authorize Dominion Leasing Software exclusive rights to use any photographs taken of you during the course of the User Conference.



User Conference Registration Form

Register online: <https://domls.com/conference/registration>
 or complete the registration form below and email to: userconference@domls.com

Please copy this form for additional registrations. One form must be completed for each registration.

Full Name: _____
 Job Title: _____
 Company: _____
 Name for Badge: _____
 Email address: _____
 Street Address: _____
 City: _____
 State/Province: _____
 Zip/Postal Code: _____
 Telephone Number: _____

Spouse/Companion (if attending)

Full Name: _____
 Name for Badge: _____

Return this form with your payment to:

Mailing Address:
 Dominion Leasing Software
 P.O. Box 550
 Powhatan, VA 23139

Overnight Delivery Address:
 Dominion Leasing Software
 1545 Standing Ridge Drive
 Suite B
 Powhatan, VA 23139

Conference Registration Fees

- | | |
|---|------------|
| <input type="checkbox"/> Standard Registration
Paid by April 1, 2019 | \$895.00 |
| <input type="checkbox"/> Late Registration
Paid on/after April 2, 2019 | \$1,095.00 |
| <input type="checkbox"/> Spouse/Companion | \$295.00 |
| Amount Enclosed
(U.S. Currency) | \$_____. |

All registration fees are payable in advance.

Make checks payable to:
 "Dominion Leasing Software"

Important Registration Information and Deadlines:

- ◆ Standard Registration Ends: April 1, 2019
- ◆ Cancel with Refund: April 1, 2019
- ◆ Late Registration Begins: April 2, 2019
- ◆ Hotel Registration Ends: April 1, 2019
- ◆ Final day to Register: April 30, 2019

Note: Availability at the hotel is limited and reservations are held on a first come, first served basis. Please make your hotel reservations EARLY.

