

Flourish + Redtail Integration Guide

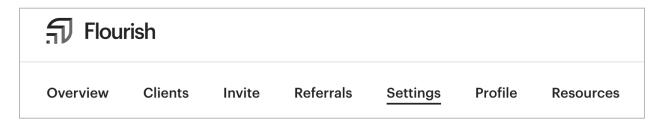
The Redtail + Flourish integration gives advisors the ability to quickly and easily pre-fill end-client applications and then invite clients with the press of a button within Flourish.

Total estimated timeline: ~5 minutes

Step 1: Log in to Flourish

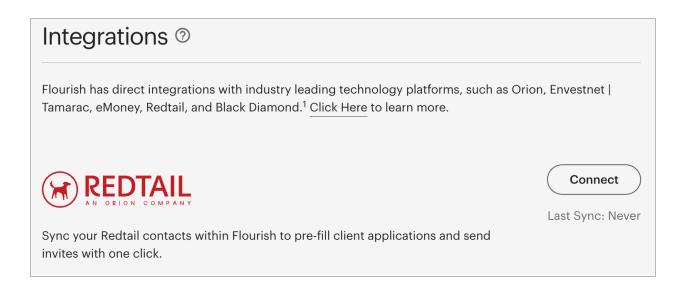
Navigate to Flourish.com and log in using your advisor credentials.

Click "Settings" at the top of the Advisor Portal.



Step 2: Link the Integration

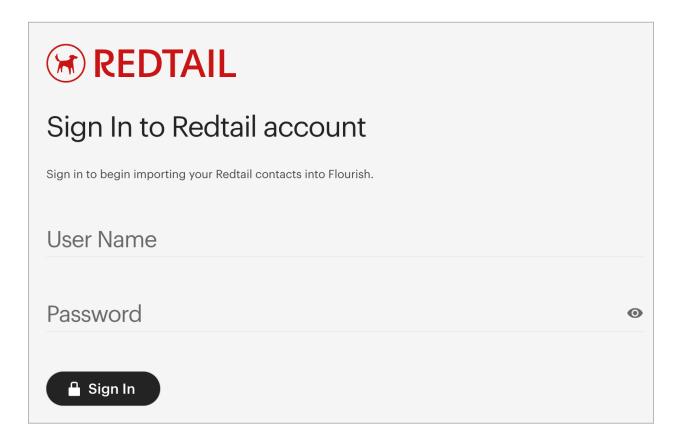
Scroll down to "Integrations" and click "Connect" next to Redtail.





In the pop-up window, enter your Redtail username and password and click "Sign In."

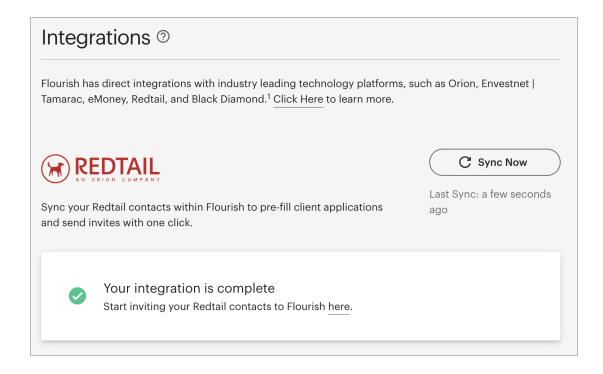
• Please note: it may take a few minutes to authenticate your account.



Once the connection is established, you will see a green check mark on the Settings page indicating that the integration is live. To invite your contacts to Flourish, simply click "here" on the Settings page, or click on the "Invite" tab.

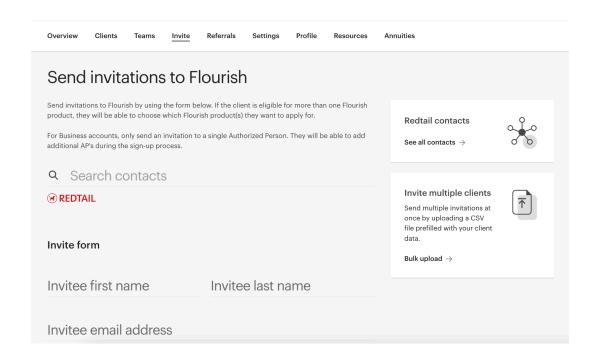
Note: you can re-sync your data at any time on the Integrations page





Step 3: Prefilling Client Data & Sending Invites

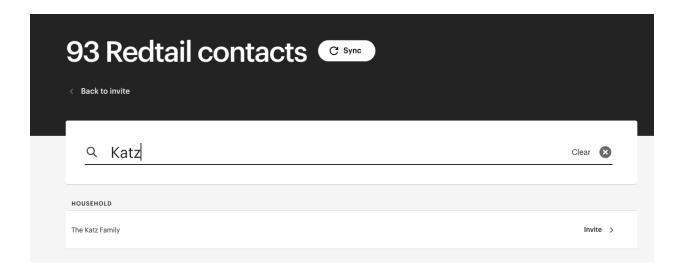
On the "Invite" tab, enter the name of the contact you would like to invite in the **Redtail** search bar to prefill their information into the **Invite form**.





You can also click "See all contacts" in the Redtail module on the right of the screen, to browse from your available Redtail contacts list.

To invite a client, click "Invite" next to their name. If they are already invited to Flourish and you would like to view their Household, click "Manage" next to their name.

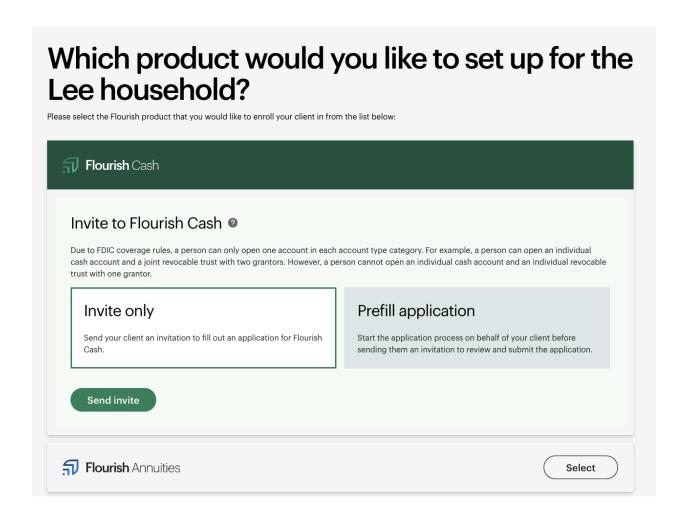


In the invite form fields, confirm your client's first name, last name, and email address, and select **Continue**. From here, you can select which Flourish product you would like to Invite or Apply your client to.

For Flourish Cash, you have two options:

- If you click "**Invite only**," an invitation email will be immediately sent to the client and you can continue inviting additional clients to Flourish.
- If you click "Prefill application," you'll then have the opportunity to pre-fill the account application on your client's behalf based on data stored in Redtail.
 - You can learn more about <u>Advisor Account Initiation here</u>.

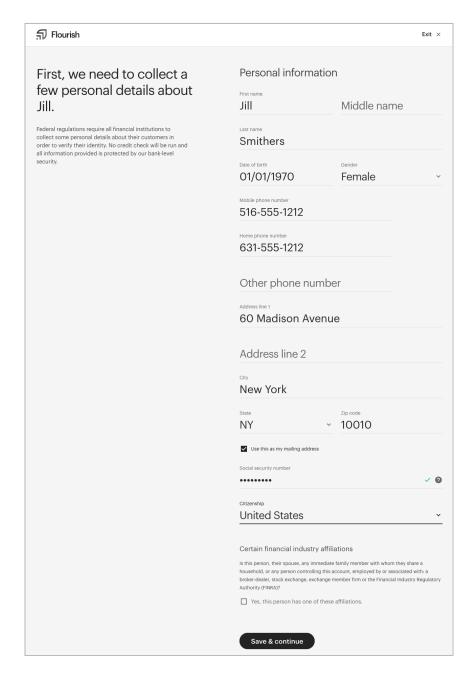




After clicking "Prefill application," you'll have the opportunity to correct, update or fill out any missing application information. Once complete, click "Send to client" to send an email to your client notifying them that you have initiated the application process.

Your client will be prompted to set a password, review the information you've submitted, and accept certain legal agreements in order to open the account.





That's it — you're done! Simply return to the "Invite" page in order to send additional invitations using the Flourish + Redtail integration.

Questions / Support

 For any Flourish questions or support, please reach out to integrations@flourish.com



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