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miltons  
matsemela

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*The Conveyancers*

**MM Connect *App* your Fingertips!**

Secure Communication, Document upload and Reporting Program



Once we have opened the file on our system, you will get an email notification;- as per example to the left.

This email is inviting you to track the progress of your matter electronically, upload your documents securely, view the latest status/updates and chat with us.

To log in, click the link at the very bottom of the email which will take you to the LEXIS TRACKER website.

You will then be asked to choose your own password (or enter your existing one), confirm it, and enter the One Time Pin which will be sent to the cell phone number that you have given us.

(If you have done this before, please always use the same password to ensure you have all the matters showing under one login) If you don't know your password or get an error, please do a "Forgot Password" and reset it.

Once done, you will need to log into the website using your username as shown in the welcome email and enter the password you chose.

Dear

We refer to the recent property: purchase / sale / mortgage of  
KENSINGTON

STREET,

It is vitally important that we establish a secure method of communication that cannot be hacked by fraudsters.

Please register immediately by clicking the Lexis Tracker link at the very bottom of this email and you will be taken to the Lexis Tracker website where you will be required to create your password (or enter your existing tracker password).

You can then download our Miltons *MM Connect App* at the [Apple Store](#) or [Play Store](#) or via our website ([www.miltons.law.za](http://www.miltons.law.za)) to log in. You will then receive secure messages from us.

The security of your payments depends on this.

Using this system, you will be able to track your transaction, upload your documents securely and communicate with us via Lexis Tracker.

Besides facilitating secure communication between us, Lexis Tracker will keep you updated on the following information:

- Total progress and current status of your transaction
- Milestone history
- Expected registration date

Should you not be able to use this Lexis Tracker Secure message system, please respond immediately to this email so that alternative arrangements can be made to ensure financial security.

Kind Regards  
Miltons Matsemela Inc

To Register and Activate, log on to [Lexis Tracker](#) to activate and track the progress of your matter. Your username is [I.CO.ZA](#)

# Confirm Email

Please enter the OTP that was sent to 0860541574

I have read and accept the [terms and conditions](#).

Enter the password you would like to use, or if you have registered on this website before, please use your existing password.

Use the same password for each bond or transfer on tracker, regardless of the Conveyancing firm.

If you have forgotten your password or get an error, please click the **FORGOT PASSWORD** link and request a password reset. Then follow the instructions sent to your email to reset it.



## Forgot Password?

An email with instructions on how to reset your password will be sent to you.

[Request Password Reset](#)

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2019

Properties List

All Attorneys  In Progress 

Address	Parties	Attorney	Type	Current Status
36 HIGHCLIFFE CRESCENT SUNNINGDALE	J FAN & W ZHAO / NS GREGAN	Miltons Matsemela - Table View HQ Our Reference: LeanneR	Transfer	Initial letters sent

If you receive more than 1 welcome email, you will need to register each matter by clicking the Lexis Tracker link and *use the same password for each matter.*

This will enable you to have one profile with all your matters listed and their progress in it. This is how it will appear.

*Click on the matter you would like to see* more detail of and it will open a new page with a list of completed and outstanding items as well as the latest and previous comments

*Should you have multiple matters* on Lexis Tracker, the convenient filters at the top will quickly help you find the matter you are looking for! You can filter by attorney and you can also export this to excel.

# 123 TABLE VIEW, 7441

## Progress

Current status: Pending Estimated registration date: 31/03/2020

Milestone	Completed	Date Completed

## Contact Information

Name	Email Address	Phone Number
Michelle Peckham	administrator@miltons.law.za	000 521 1344

## Attorney File Comments

Comment	Date Posted
TEST 5/12/2019	05/12/2019

SecureChat

Documents

1

Now

Hi MRS DUCK, you can send me a message here and you will receive a response as soon as possible.



1 new messages (click here)

Enter message here



SEND

Clicking on a matter opens the details page which will show you what we have done on each file and the comments will give you a good overview of what is outstanding and what is completed.

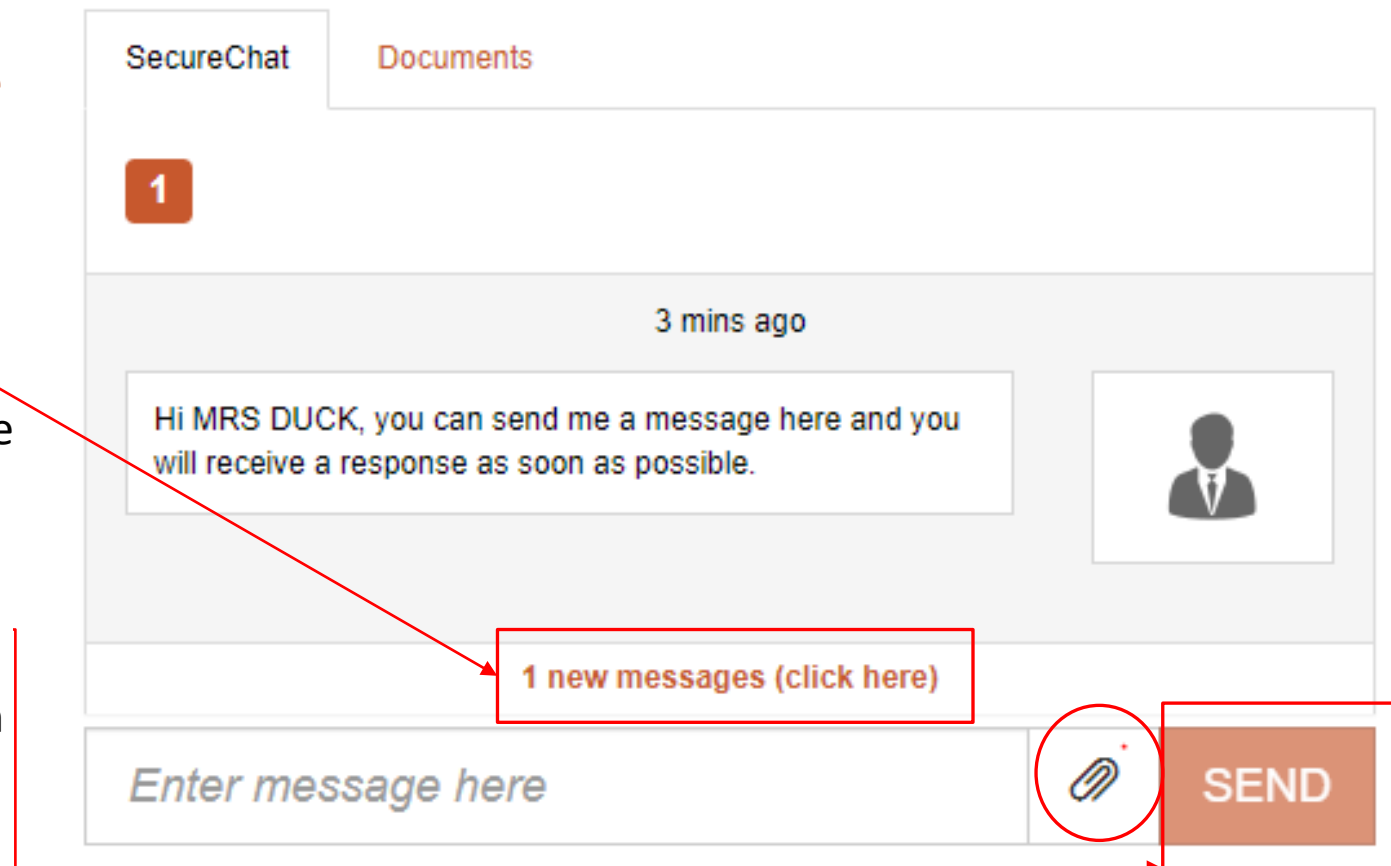
To send a message to the attorney / secretary, type the message to us in the message block.

To see a new message click “1 new message”

The Paper clip is where you click to upload or attach your documents. You can upload any document type with no size limit for your convenience and these documents are available for up to 20 years on this platform

On the Documents tab (next to secure chat) you can view all the documents uploaded by either us or yourself and rename them accordingly.

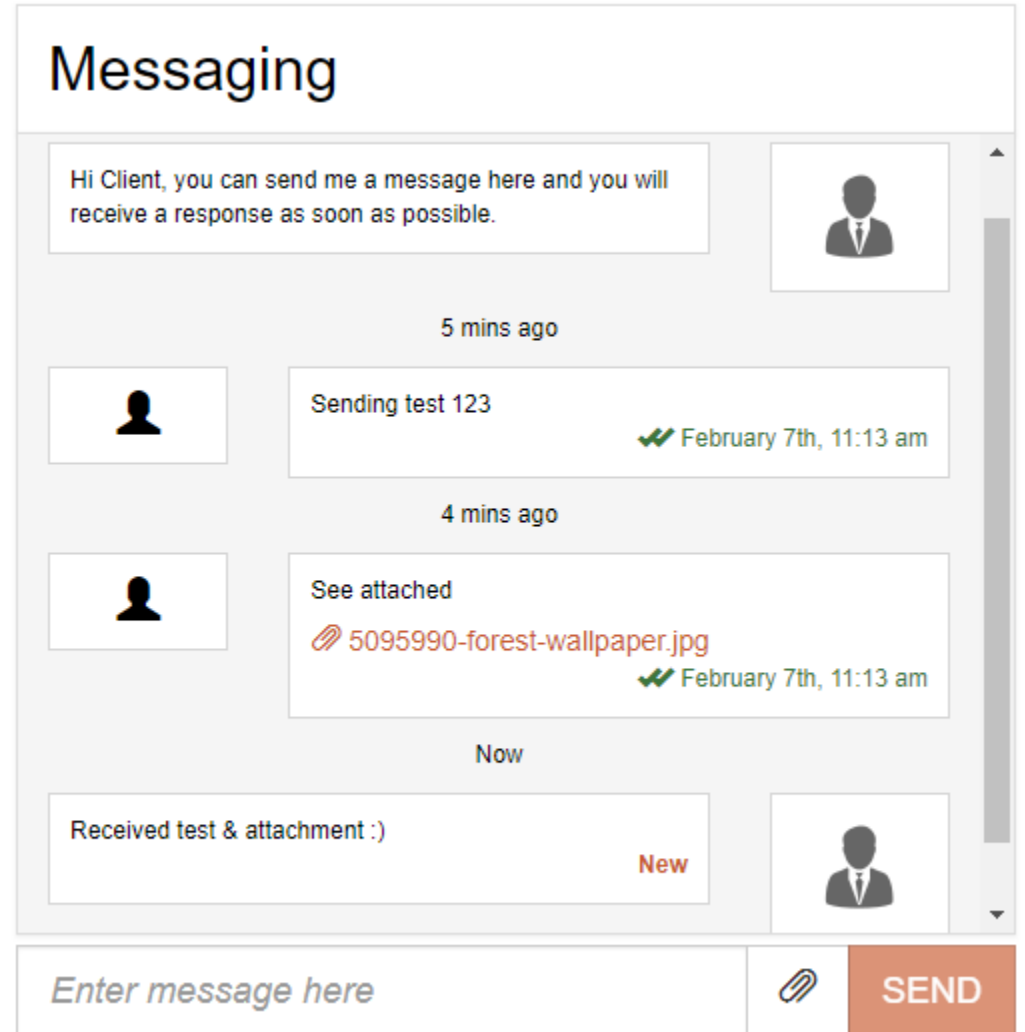
Please advise your clients that we will only send banking details via this channel and no other.



This is what the message looks like.

When it has been sent there will be 2 ticks.  
It's like What's App!

The recipient of the message will get an email to advise them that they have received a message on tracker for their attention and that they will need to log in to view the message.





Stay connected and have us available to you live, 24/7!

Once you have registered via email, download the **MM Connect App** and click the LEXIS tracker link in the menu to stay informed 24/7.

Download our **free MM Connect App** via as per below:

- The Play Store for Android,
- App store for Apple (South Africa only),
- AppGallery for Huawei,
- Follow the download links on our website or,
- Log on via the Miltons website link called “track your matter”

**You literally have us at your fingertips!**

**[www.miltons.law.za](http://www.miltons.law.za)**



#### WHAT OUR CLIENTS SAY ABOUT US

I'm writing to say thank you for the exceptionally good way in which you handled the whole complicated process of conducting the transfer of the property. We had expected it to be far more difficult and were very grateful for your help in ensuring that it was so smoothly handled and that we were guided and informed at every stage.



We specialise in Conveyancing – Transferring of Properties and Bond Registration, Estate agency law, Commercial Law, Litigation, Wills, Trusts and Notarial Services



#### CONVEYANCING

This is our core business. From day one the founders of this firm realised that conveyancing was all about money and that time is money.



#### LITIGATION

We are proud to be able to offer a wide spectrum of litigation services of high quality to support our property clients and to keep these clients "under one roof".



#### COMMERCIAL

We help our clients by picking up on the detail but are very aware that commercial exigencies often requires bold and innovative thinking.



#### WILLS / ESTATES

We draft your Will and advise you. We assist the executor with the three main phases of the administration of a deceased Estate.

MMConnect App – IOS

For Apple:



MMConnect App – Google

For Android:



MMConnect App – Huawei

For Huawei:



MMTracker

Lexis Tracker Web Login:



MMCosts

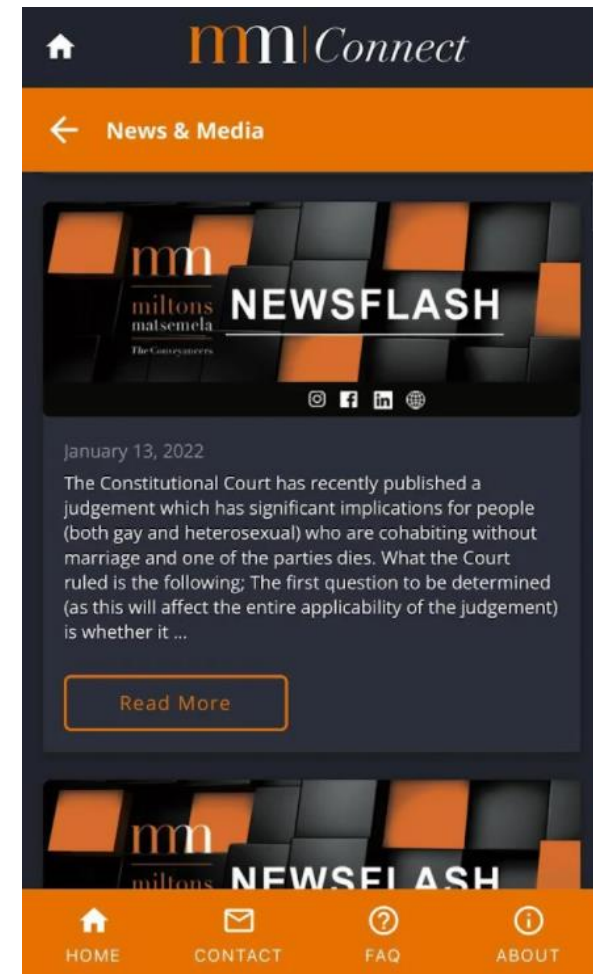
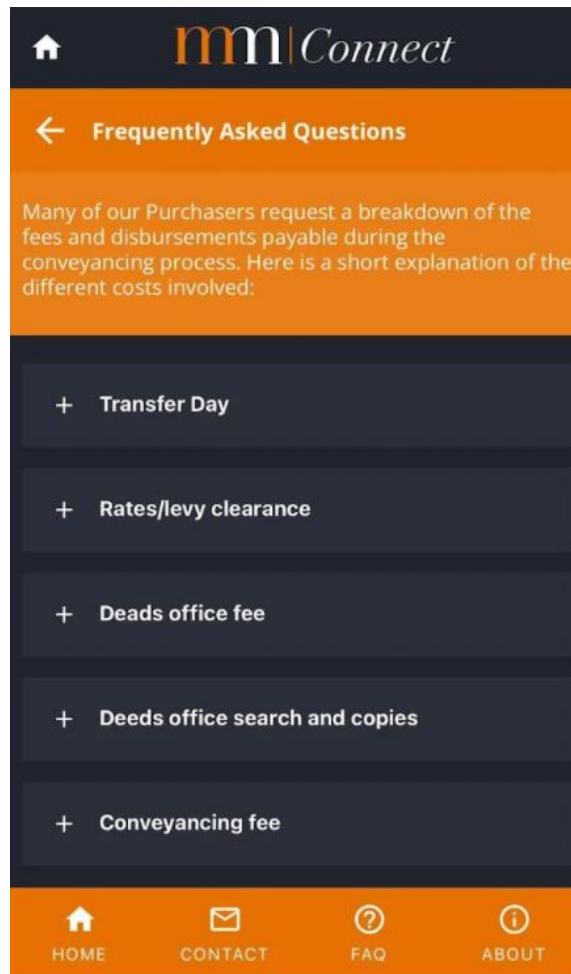
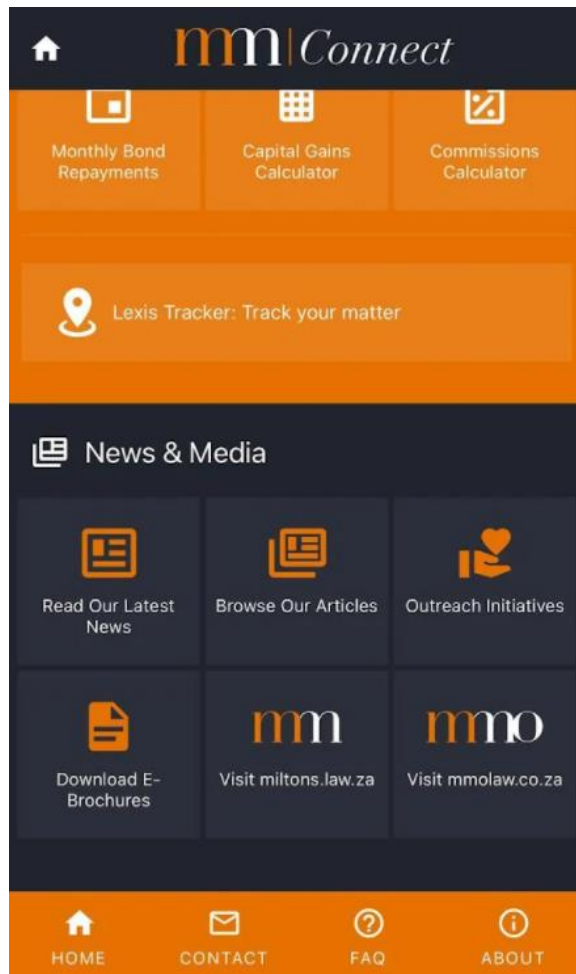
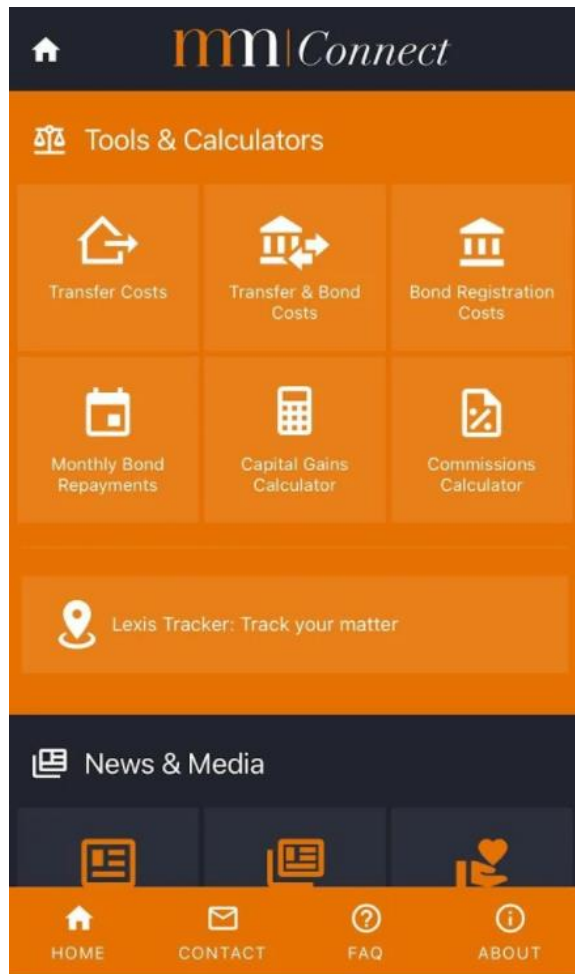
Website Cost Calculator:



Lexis Tracker – Secure communication & Reporting Application

Calculate your approximate transfer, bond and bond repayment costs.





New features:

Capital Gains Tax calculator, Commission Calculator, details FAQ's

