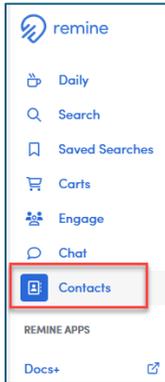


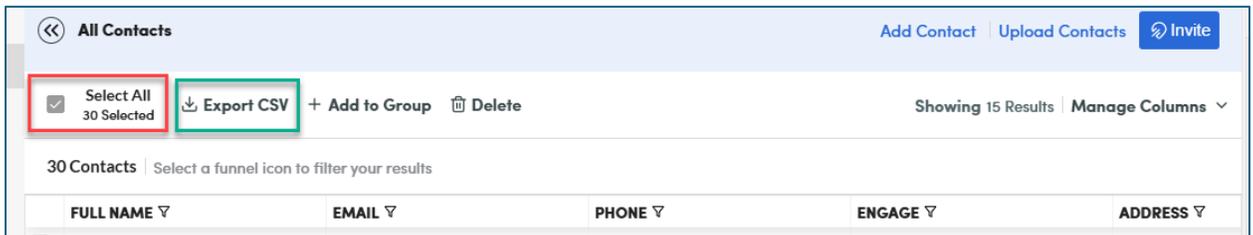
## Downloading Contacts from Remine Pro

You may want to download the Contacts that you have saved to Remine Pro. You can then continue to use them in the spreadsheet that is created from the download, or you can upload them into your email program or another CRM program that you use.

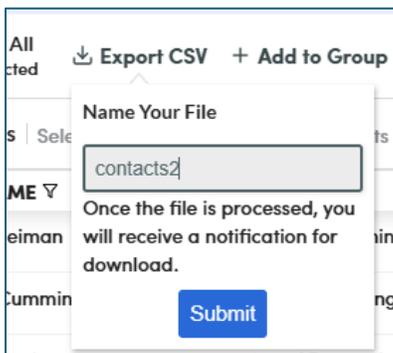
1. To begin this process access Remine Pro and select Contacts from the left side menu.



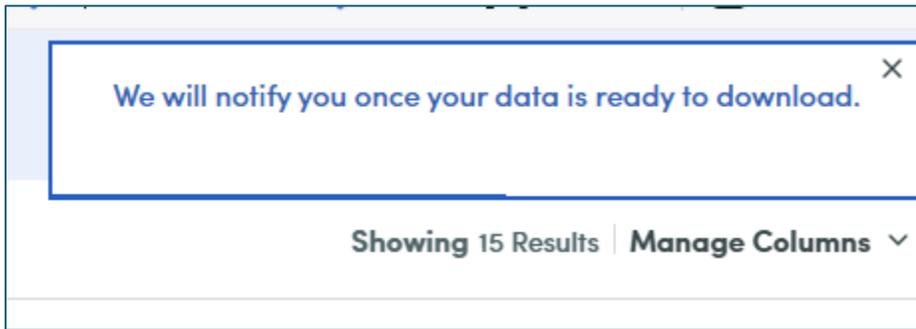
2. On the Contacts page, check the box to select all contacts (red box below). Once the contacts are all selected, click the Export CSV link to start your download (green box below).



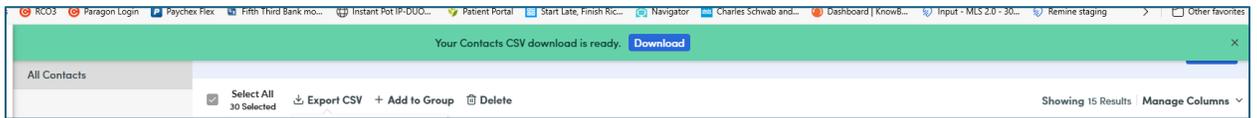
3. Next you will be prompted to give the file a name. No special characters or spaces can be used in the name. Click Submit after desired file name is entered.



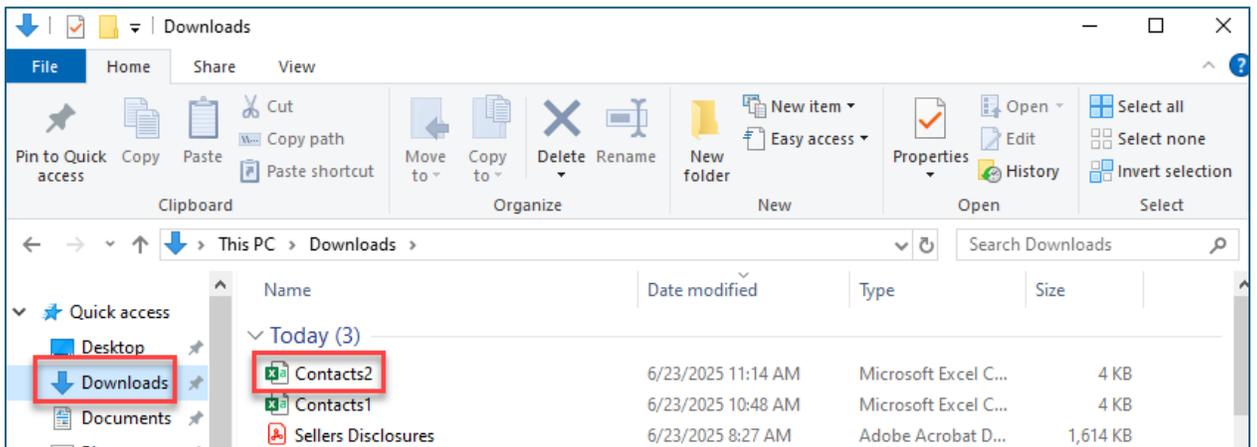
4. When you click Submit you will get the message below in the upper right corner.



5. When your download is complete, you will get a message at the top of your screen with a Download button that will download the file to your computer.



6. Click Download. The file will be in your Downloads folder or wherever your browser/operating system stores downloaded files. You will want to move this file to your desktop or other file location for future reference/use. This file can be used in its current spreadsheet format or it can be uploaded to an email program, such as Outlook or Gmail or it can be used in another CRM program.



If you have questions, please contact Realcomp's Customer Care at (248) 553-3430.