

Appendix: Collection Tool Cross-Reference

Original Collection Tool	Revised Collection Tool – Individual	Revised Collection Tool – Business Entity**	Revised Collection Tool – Web-based Entity**
Login ID*	Find Local Help preference*	Business entity name*	Web-based entity name*
Password*	Business street address*	Business entity street address*	Web-based entity street address
Password confirmation*	Business city*	Business entity city*	Web-based entity city
First name*	Business state*	Business entity state*	Web-based entity state
Middle name	Business zip code*	Business entity zip code*	Web-based entity zip code
Last name*	Business phone*	Business entity phone*	Web-based entity phone
Email address*	Business email address*	Business entity email address*	Web-based entity email address
Email address confirmation*	Business URL	Business entity URL	Web-based entity URL*
Work phone*	National Producer Number*	Business entity National Producer Number*	Web-based entity National Producer Number*
State*	National Producer Number confirmation*	Business entity National Producer Number confirmation*	Web-based entity National Producer Number confirmation*
Zip code*	Language preference*	Business entity state(s) of licensure*	Web-based entity state(s) of licensure*
User type*	State(s) of licensure*		
National Producer Number*			
Organization type			
Organization*			
Primary language*			
Region*			
Time zone*			
Accessibility preference			
Number of records*			

*Required fields

**Required only for a small subset of agents/brokers