

How Do You Navigate on the Find a Neighbor (FaN) Site?

To utilize the Find a Neighbor website effectively:

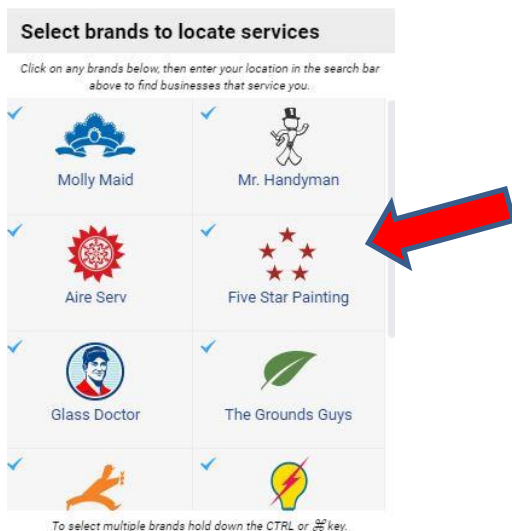
1. Login to FranConnect, SharePoint, or your other franchise internal site.
2. Find the Find a Neighbor single sign-on link and click on it.
3. Once on the Find a Neighbor (FaN) site, notice these areas at the top:
 - a. You can type in your zip code or address in the space, and then click “Locate”.



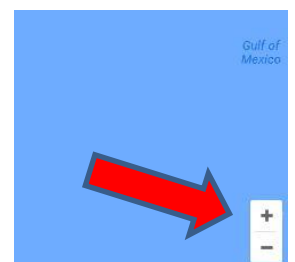
- b. You can choose several options and filters, including Pins and Territories.



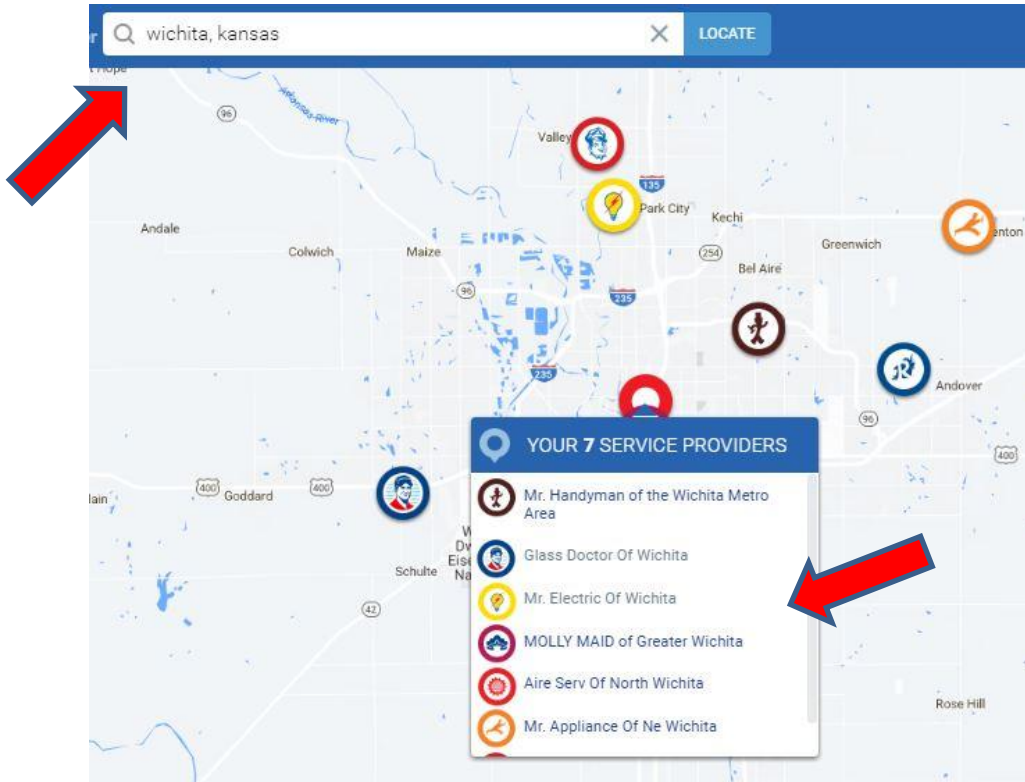
- c. You can select all the brands or select only the brands you want to find. To select brands, hold down the “Ctrl” or “Command” button and manually click on each brand icon until a check mark appears beside brand in upper left corner.



4. Look at the map on the right side of your screen. To enlarge or decrease the size of the screen, click on the “+” or “-” on the bottom right of the screen. You can also scroll on your mouse to enlarge or decrease screen on some computers.



5. To view the brands in your area, click on one of the pins on the map to see a list of brands in your area. Then, click on the locations that appear to obtain contact information, including website and phone number.



6. To Export a list of neighboring franchise locations in the view of the map, click on the Export button located in the upper right of your screen. You will download an Excel file that you can view Nearby Franchises. You can only download up to 50 franchises at a time. It will list the franchise name, contact name, address, city, state, zip code, phone, and email address for the location. Reminder: This is proprietary information and may **NOT** be shared in any way; it is for franchisee use only.

