



Contracoin

Escrow

**ContraEscrow
Instruction
Manual
2021**

Escro



About ContraEscrow

At Contracoin, we hold a firm belief that blockchain, cryptocurrencies and the latest financial technologies are transforming the world and bringing new opportunities to those who have the foresight to become knowledgeable and to engage. The ContraEscrow solution was created to assist consumers and commercial crypto fintech projects reach their potential, within a segment of commerce that is frequently fraught with risk and ambiguity.

Use ContraEscrow to safeguard your funds and mitigate counterparty risk within our secure platform which has been specifically developed to ensure transactional transparency and adherence to a tested and well defined path to settlement objectives.

The Buyer, the Seller, and their legal representatives maintain full control, receiving status updates and continued insight of their respective responsibilities while progressing through each step of the escrow process, while maintaining respective confidentiality.

How a Property Transaction Works using the ContrEscrow Portal



Search the Contraglobal Portal for an ideal property

Buyer searches for a property on the Contraglobal real estate website, upon having identified the property that they would like to buy, they contact the seller's agent and inspect the property and agree upon the contract terms.



Buyer and Seller create an Escrow Account

Having agreed on the terms of the property transaction, both the Buyer's and Seller's legal representatives / agents create an escrow account on the ContraEscrow platform.



Buyer pays ContraEscrow

The Buyer sends the cryptocurrency from their crypto currency account to their legal representative / agent's escrow wallet on the ContraEscrow platform, upon receipt, the funds are immediately transferred to a Contracoin AUDC stablecoin and stored in a no-interest escrow account. After the contracts have been signed / exchanged the buyer's legal representative / agent will transfer the deposit amount to the Seller's legal representative / agent's escrow wallet on the ContraEscrow platform. As the funds are stored as AUDC stablecoin, the value of the cryptocurrency is protected from volatility until both parties agree that the transaction is complete.



Seller receives payment.

On the day of property settlement the Buyer's legal representative / agent will transfer the full balance amount of Contracoin AUDC involved in the transaction to the Seller's legal representative / agent's escrow wallet.

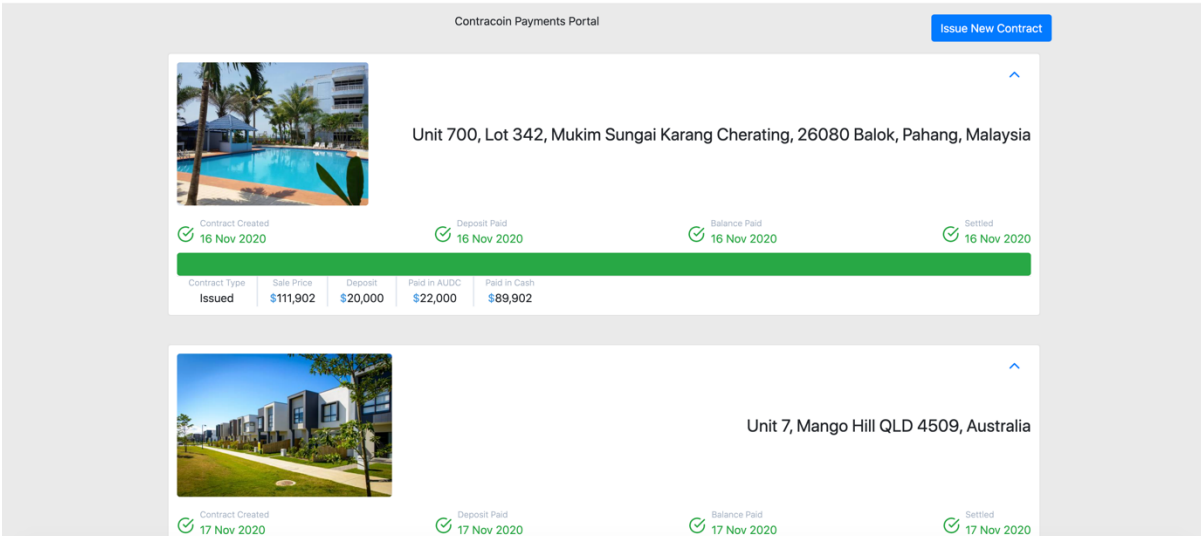
Upon the Seller's representative / agent receiving the full balance amount into their ContraEscrow Account, they will then in turn transfer those sales proceeds into the Seller's wallet. Contracoin will convert the Contracoin AUDC to Contracoin CTCN under the terms that have been agreed to at the time of the initial sale.



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Introduction



The screenshot displays the 'Contracoin Payments Portal' interface. At the top, the Contraglobal ESCROW logo is on the left, and the user profile 'locky192@gmail.com' with a balance of '214,260 AUDC' is on the right. A blue 'Issue New Contract' button is visible. The main content area shows two property listings, each with a progress bar and a table of financial details.

Property 1: Unit 700, Lot 342, Mukim Sungai Karang Cherating, 26080 Balok, Pahang, Malaysia

- Contract Created: 16 Nov 2020
- Deposit Paid: 16 Nov 2020
- Balance Paid: 16 Nov 2020
- Settled: 16 Nov 2020

Contract Type	Sale Price	Deposit	Paid in AUDC	Paid in Cash
Issued	\$111,902	\$20,000	\$22,000	\$89,902

Property 2: Unit 7, Mango Hill QLD 4509, Australia

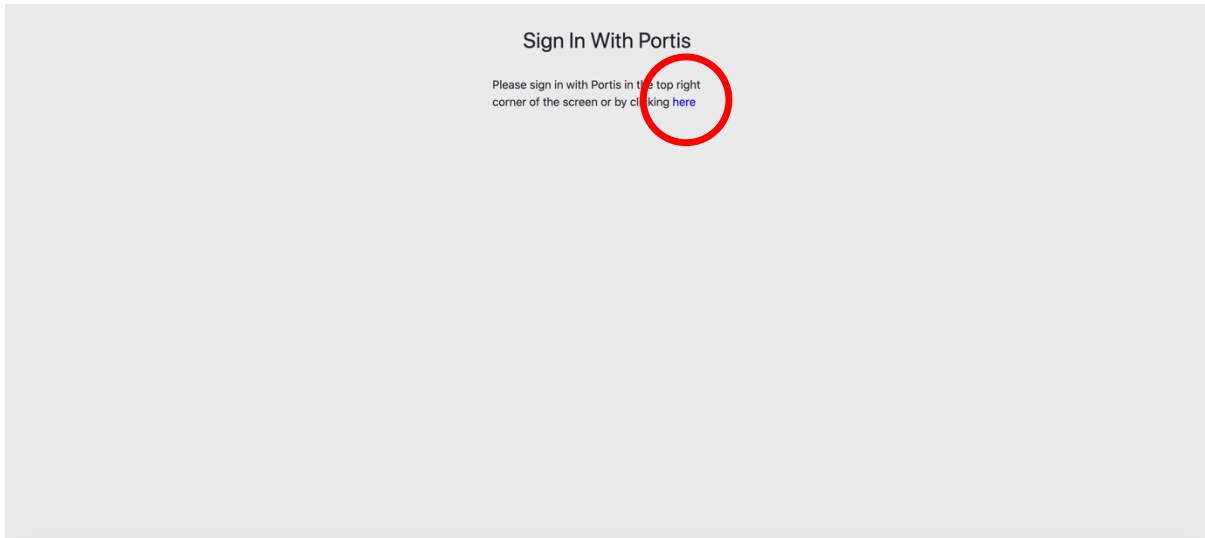
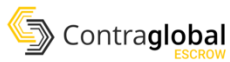
- Contract Created: 17 Nov 2020
- Deposit Paid: 17 Nov 2020
- Balance Paid: 17 Nov 2020
- Settled: 17 Nov 2020

The Contraglobal Escrow platform is an online platform used to purchase properties from Contraglobal using CTCN and AUDC cryptocurrency.

To access the platform, open up your web browser and go to: <https://escrow.contraglobal.com/>

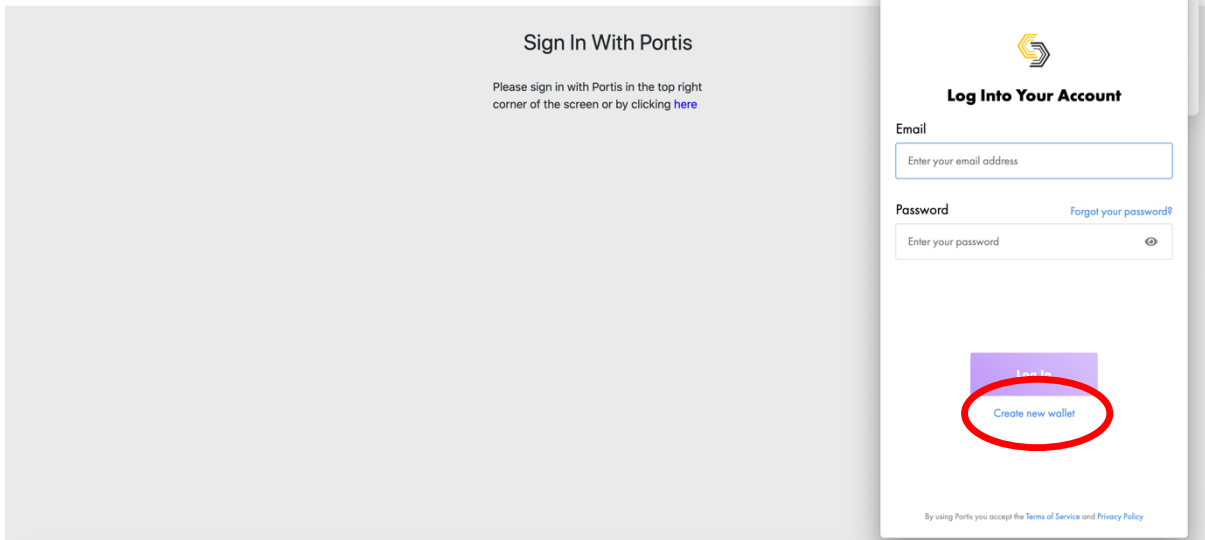
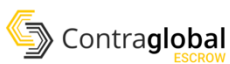
We recommend using the Google Chrome web browser for the best experience. If you are having any difficulty accessing the site and are not using Google Chrome, please try accessing the site in Google Chrome.

Sign-In



When you first access the website, you will be presented with the sign in screen. ContraEscrow uses the Portis Wallet to interact with the Ethereum blockchain.

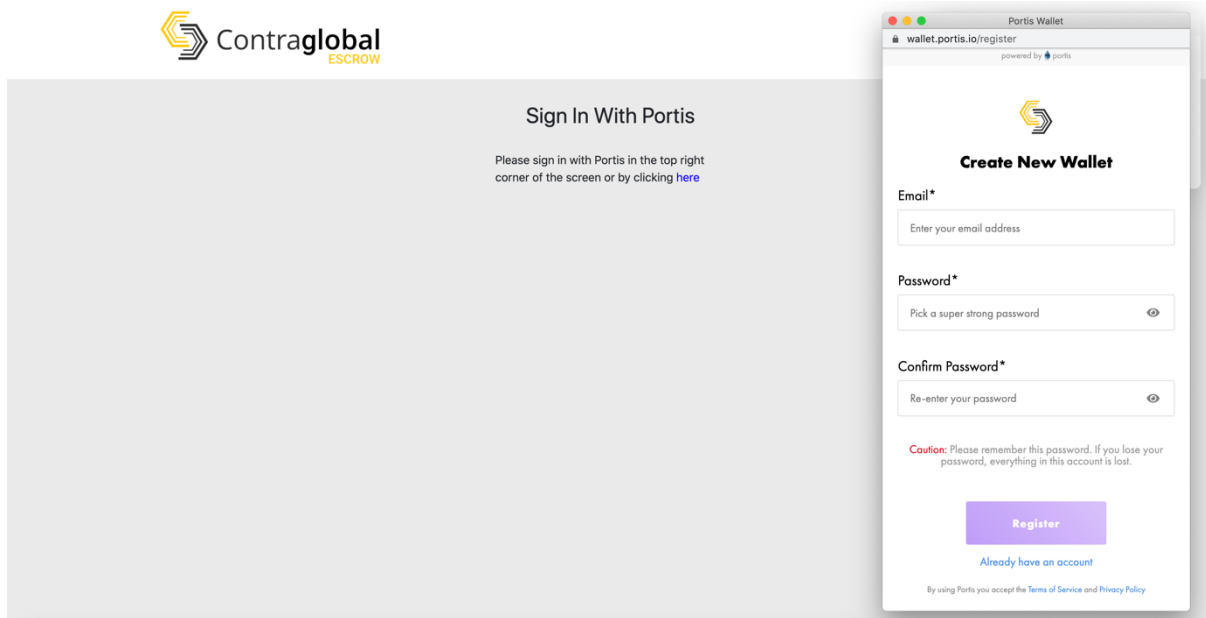
To sign in, click the blue “here” text. This will open up Portis.



If you have an existing Portis account, you can enter your email address and password and click Log In. If you have never used ContraEscrow or Portis before you will need to create a new Portis wallet. You can do this by clicking “Create new wallet” at the bottom of the page.

Create new wallet

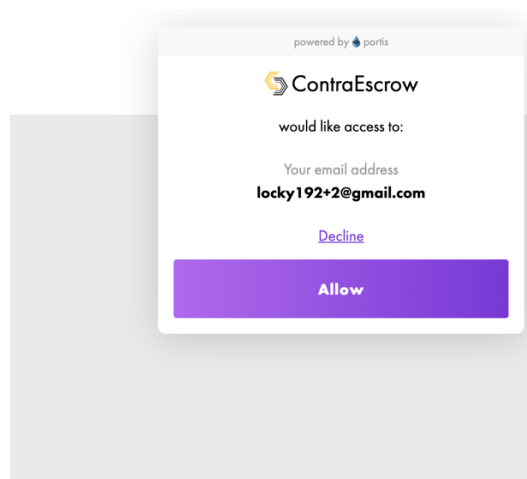
You only need to do this step if this is your first time using ContraEscrow or Portis. If you already have a Portis wallet, please skip this step and Log In instead.



Please enter your email address and a password for your Portis wallet. Your email and password will be how you access ContraEscrow.

WARNING: Your Portis password cannot be recovered or reset. If you lose this password, you will lose access to ALL funds in your Portis account and access to any open escrow contracts on ContraEscrow. We strongly recommend that you write down your Portis email address and password and store it somewhere safely.

Once you have entered an email address and password, click register. You will then be asked to give ContraEscrow access to your Portis account. Please click "Allow". You will then be logged in to ContraEscrow.



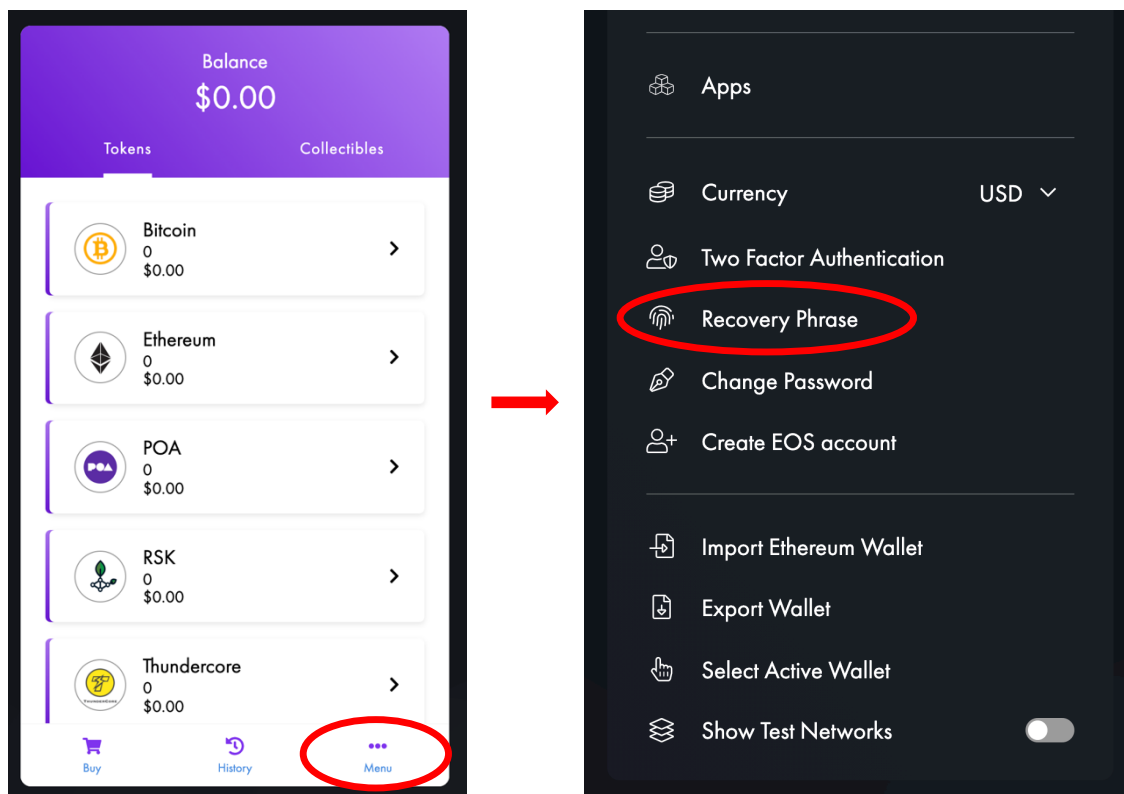
Backup your Portis Wallet (Optional)

The following step is optional and explains how to back-up your Portis wallet in case you lose or forget your Portis wallet email address and password. This step is strongly recommended.

To back-up your Portis wallet, in your web browser go to: <https://wallet.portis.io/>

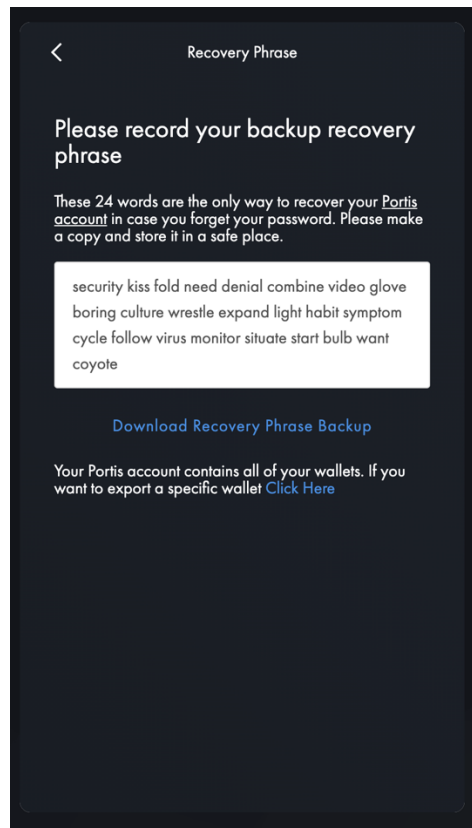
Login to your Portis wallet (if you are not logged in already) using your Portis email address and password.

Click the “more” button in the bottom right.



Next, click “Recovery Phrase”.

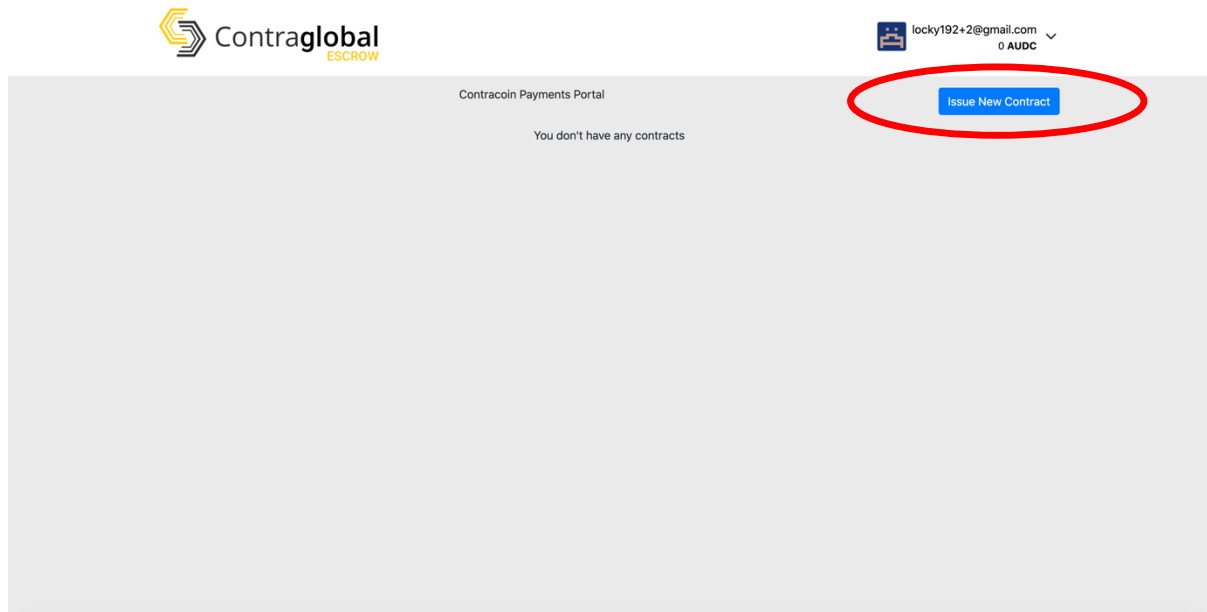
You will now see your recovery phrase for your Portis wallet. Please write these 24 words down on a piece of paper and store it somewhere safely.



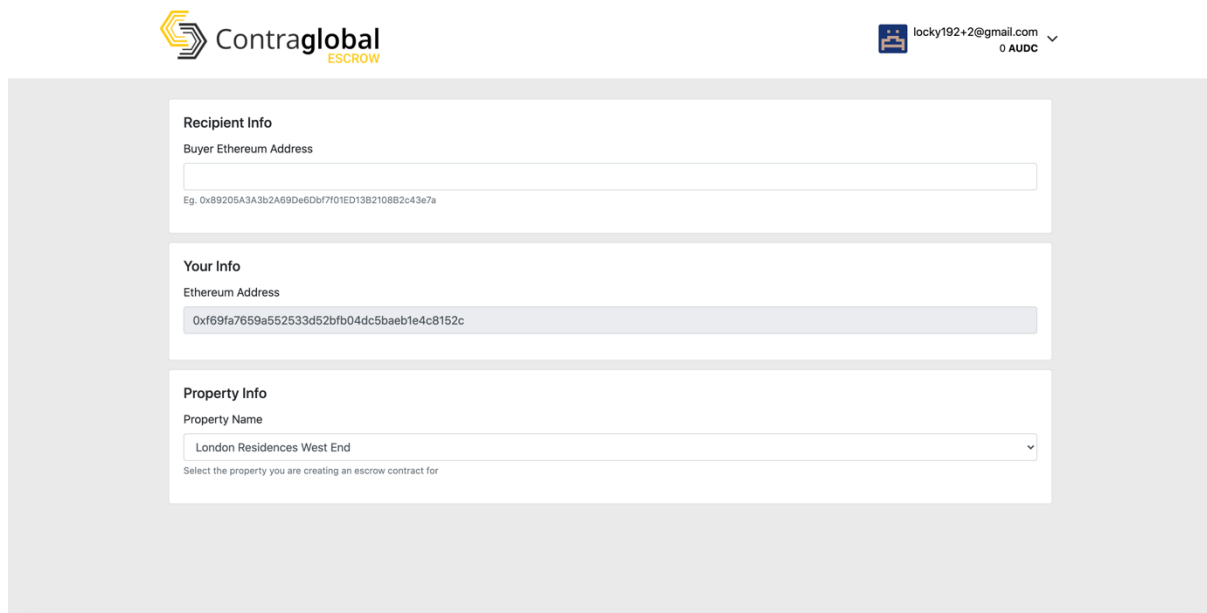
If you ever lose your Portis email address and password, you will now be able to recover your Portis wallet using these 24 words.

WARNING: If you lose your Portis email address, password AND your recovery phrase there is NO other way to recover your Portis account, ANY of your funds in your Portis account or any of your funds in ContraEscrow. If you attempt to contact Portis without your email, password and/or recovery phrase, there is nothing Portis or anyone else can do to recover your account. Additionally, please ensure you do not share your email, password and recovery phrase with anyone else. If anyone else gains access to your email and password or your recovery phrase they will be able to access all funds in your Portis account and on ContraEscrow.

Create a new Escrow Contract (As Seller)



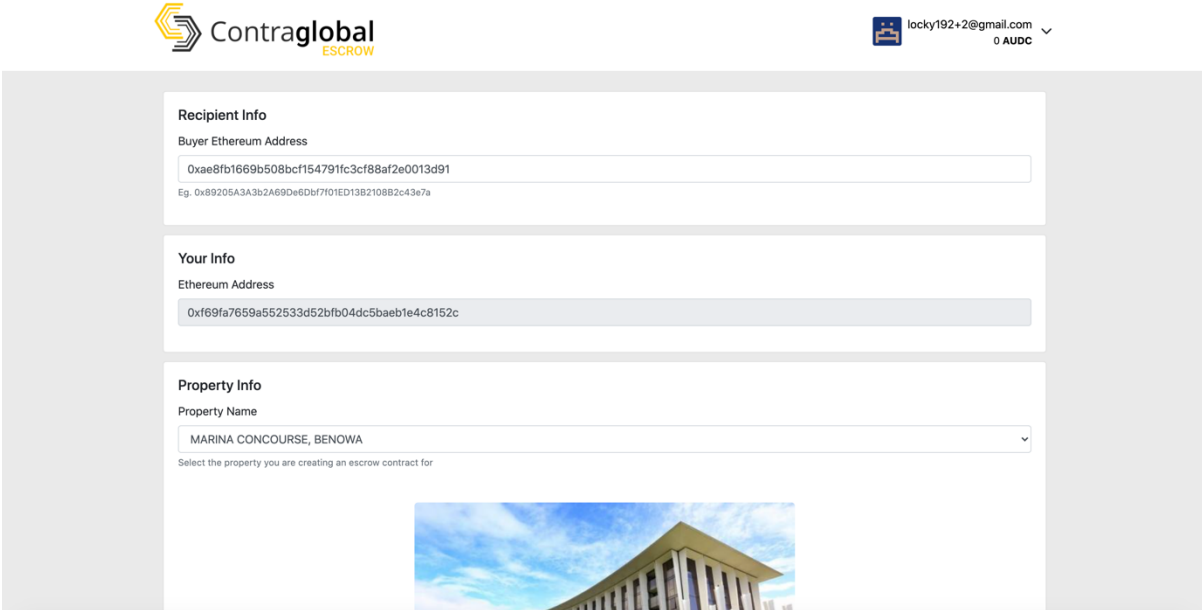
To create a new ContraEscrow contract, click the “Issue New Contract” button in the top right. **This should only ever be done on behalf of the seller of a property. A buyer should never create a new escrow contract.**



As the seller, you will need to obtain the Ethereum Portis wallet address of the **buyer**. In order to obtain this, the buyer will need to have setup a Portis account and have logged into ContraEscrow as described in the Create New Wallet section. How to access your Ethereum Portis wallet address is described in the “Access your Portis Wallet Address” section below.

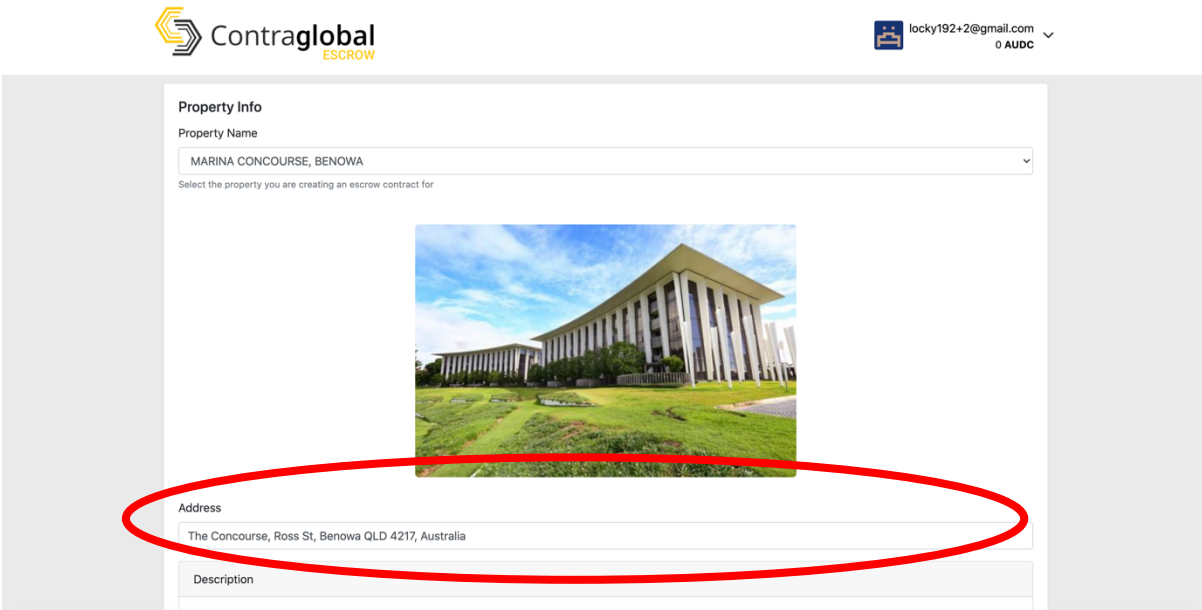
Once you have obtained the buyer's Ethereum address, you will need to enter this into the top input field. You will then need to select the property that you are selling from the Property Info dropdown list. This dropdown list includes all publicly available properties listed on <https://contra-global.com/>

Once you have selected your property and entered in the buyer's Ethereum address, you will see the property appear on the page.



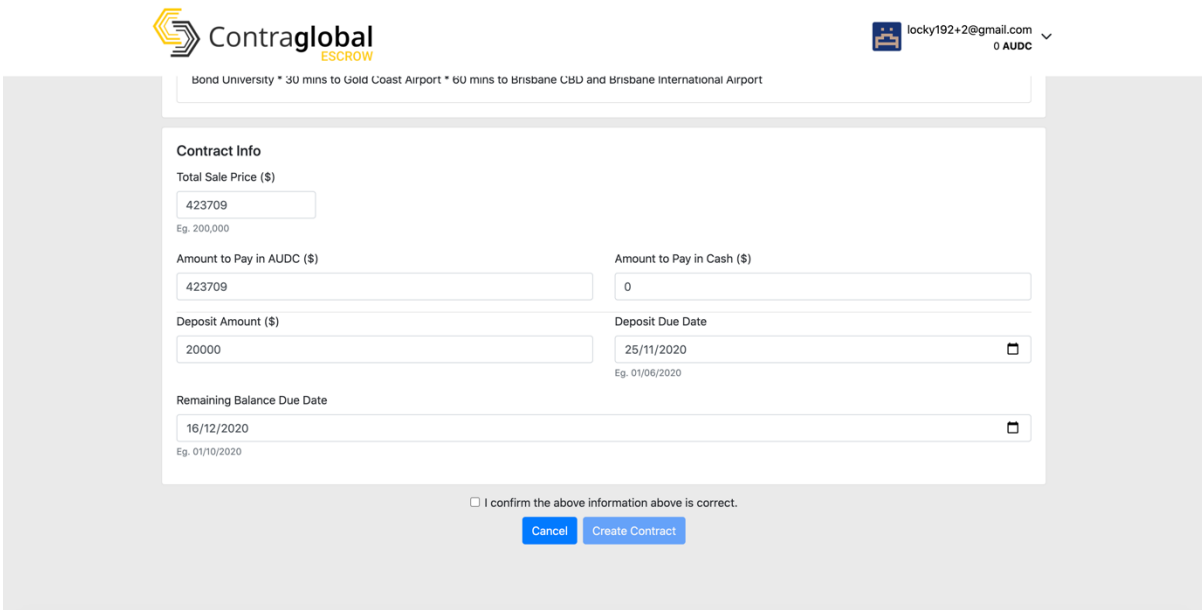
The screenshot shows the Contraglobal ESCROW interface. At the top left is the logo, and at the top right is the user profile 'locky192+2@gmail.com' with '0 AUDC' below it. The main form is divided into three sections: 'Recipient Info' with a 'Buyer Ethereum Address' field containing '0xae8fb1669b508bcf154791fc3cf88af2e0013d91' and an example address below; 'Your Info' with an 'Ethereum Address' field containing '0xf69fa7659a552533d52bfb04dc5baeb1e4c8152c'; and 'Property Info' with a 'Property Name' dropdown menu set to 'MARINA CONCOURSE, BENOWA'. Below the dropdown is a small image of a modern building.

If necessary, you will be able to edit the address of the property to ensure it is the exact address. (i.e. including the unit number).



This screenshot shows the same form as above, but with the 'Address' field highlighted by a red circle. The 'Address' field contains the text 'The Concourse, Ross St, Benowa QLD 4217, Australia'. Below it is a 'Description' field which is partially visible.

You can then update the contract details for the escrow contract.



Bond University * 30 mins to Gold Coast Airport * 60 mins to Brisbane CBD and Brisbane International Airport

Contract Info

Total Sale Price (\$)
 423709
Eg. 200,000

Amount to Pay in AUDC (\$) Amount to Pay in Cash (\$)
 423709 0

Deposit Amount (\$) Deposit Due Date
 20000 25/11/2020
Eg. 01/06/2020

Remaining Balance Due Date
 16/12/2020
Eg. 01/10/2020

I confirm the above information above is correct.

[Cancel](#) [Create Contract](#)

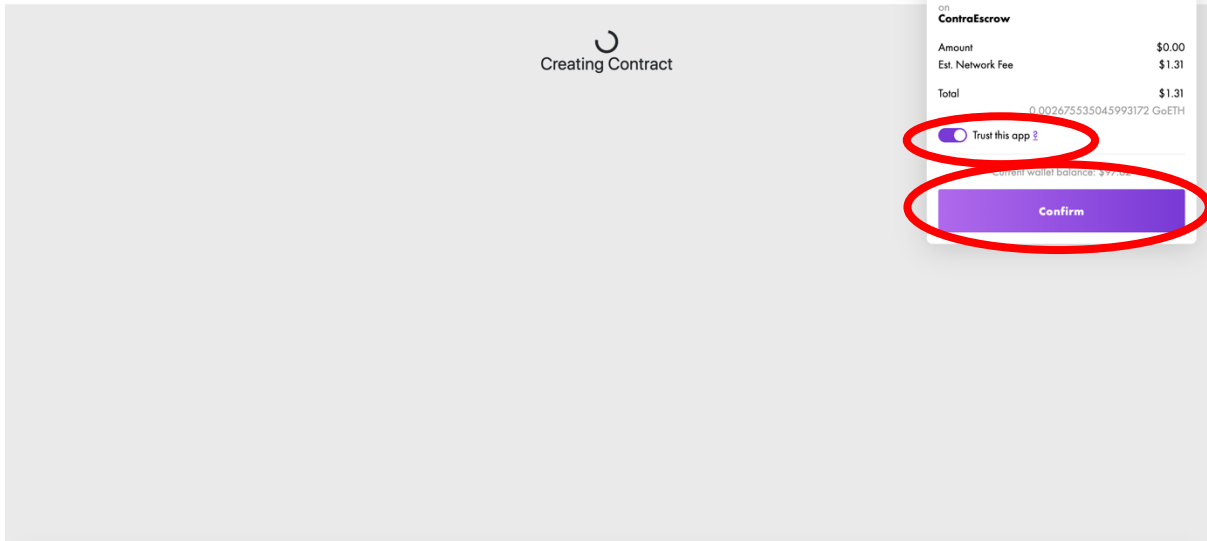
The **total sale price** is the total price the buyer will pay for the property. The seller can modify this price if required.

The seller then can select how much of the total sale price they would like to receive in AUDC vs in Cash. For example, if a property is sold for \$500,000.00 the buyer may wish to receive \$250,000.00 in AUDC and \$250,000.00 in cash. Only the AUDC will be handled by ContraEscrow, it will still be the responsibility of the seller to ensure that they receive the required amount in cash externally. The **amount to pay in AUDC** and **amount to pay in cash** **MUST** add up to the **total sale price**. Either of these fields **cannot** be **negative values**.

The **deposit amount** is the up-front deposit for the sale of the property. The user may enter a deposit amount and a deposit due date for the sale of the property. The **deposit amount** **MUST** be **less than the amount to pay in AUDC**. The **deposit amount** **cannot** be a **negative number**.

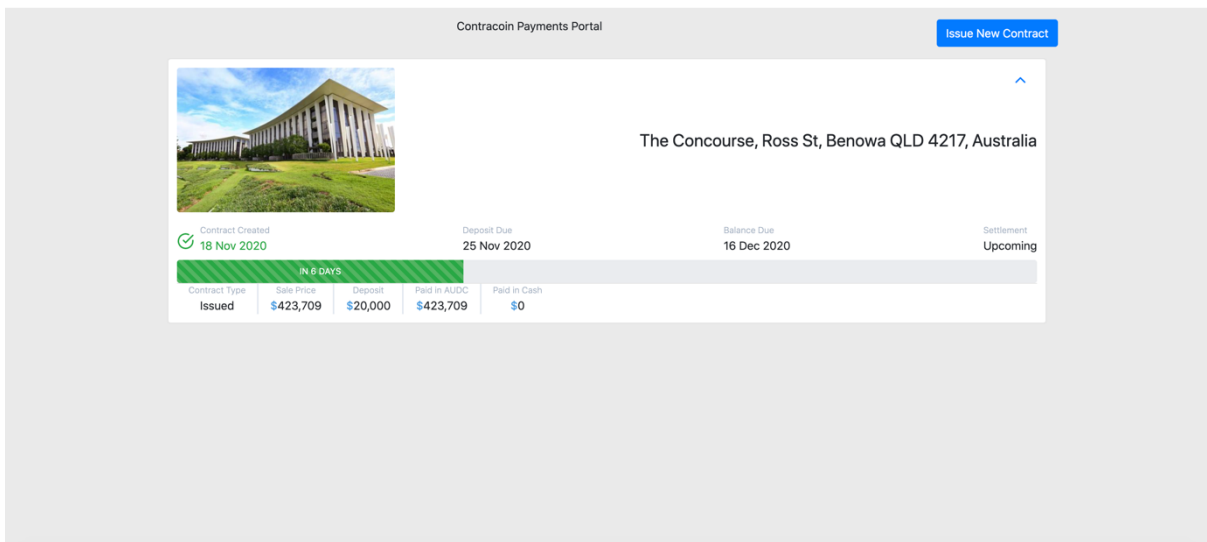
The **remaining balance due date** is the date that any remaining AUDC after the deposit must be paid by. For example, if the total sale price is \$500,000.00, the amount to pay in AUDC is \$250,000.00 and the deposit is \$50,000.00, the buyer must pay \$50,000.00 AUDC by the deposit due date and the remaining \$200,000.00 AUDC by the **remaining balance due date**.

Once you are confident that all of the information provided is correct, you may tick the “I confirm the above information is correct” checkbox and click “create contract”.



You will then see a popup to confirm that you want to deploy the escrow contract. For ease of use, we recommend toggling on the “trust this app” toggle. Then click confirm.

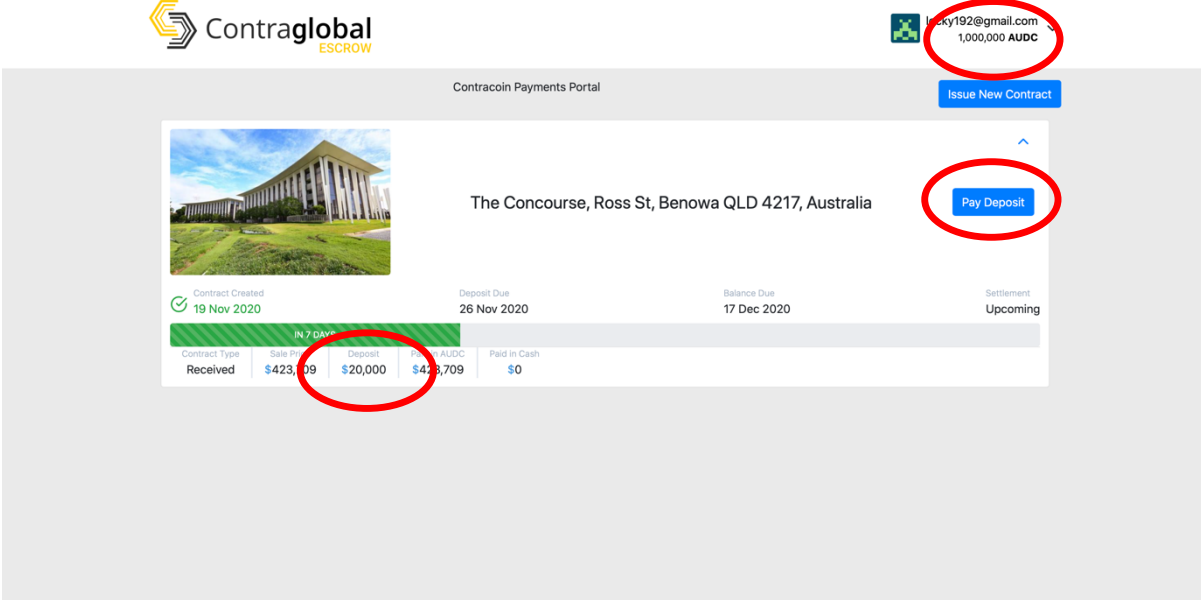
You should then be redirected to the main contracts page and see your new escrow contract appear.



Paying a deposit (as buyer)

Once the contract has been created, the buyer will be able to login to ContraEscrow and see the property. The escrow contract will only show up if the buyer logs in using the Portis account that has the Ethereum address that was provided to the seller. The buyer will have the option to “pay deposit”. To pay the deposit, click the “pay deposit” button.

All payments are made in AUDC, the user should ensure they have enough AUDC in their Portis account before starting the deposit payment process. The user can see their AUDC balance in the top right of the screen. The user can see the deposit amount owed underneath the progress bar for the property, labelled as “Deposit”. To add AUDC to your Portis account see the “How to add AUDC to your Portis Account” section.



Contraglobal ESCROW

Contracoins Payments Portal

Issue New Contract

The Concourse, Ross St, Benowa QLD 4217, Australia

Pay Deposit

Contract Created: 19 Nov 2020

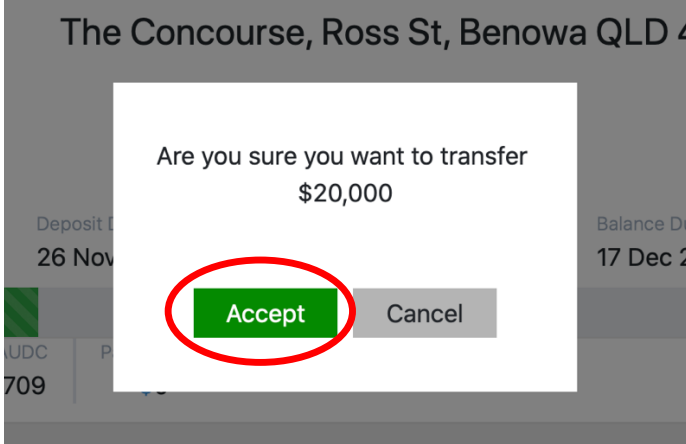
Deposit Due: 26 Nov 2020

Balance Due: 17 Dec 2020

Settlement: Upcoming

Contract Type	Sale Price	Deposit	Paid in AUDC	Paid in Cash
Received	\$423,709	\$20,000	\$423,709	\$0

When you click “Pay Deposit”, a popup will appear to confirm that you wish to transfer the deposit amount into the escrow contract. If you are sure you want to pay the deposit amount, click “Accept”.



The Concourse, Ross St, Benowa QLD 4

Are you sure you want to transfer \$20,000

Deposit Due: 26 Nov

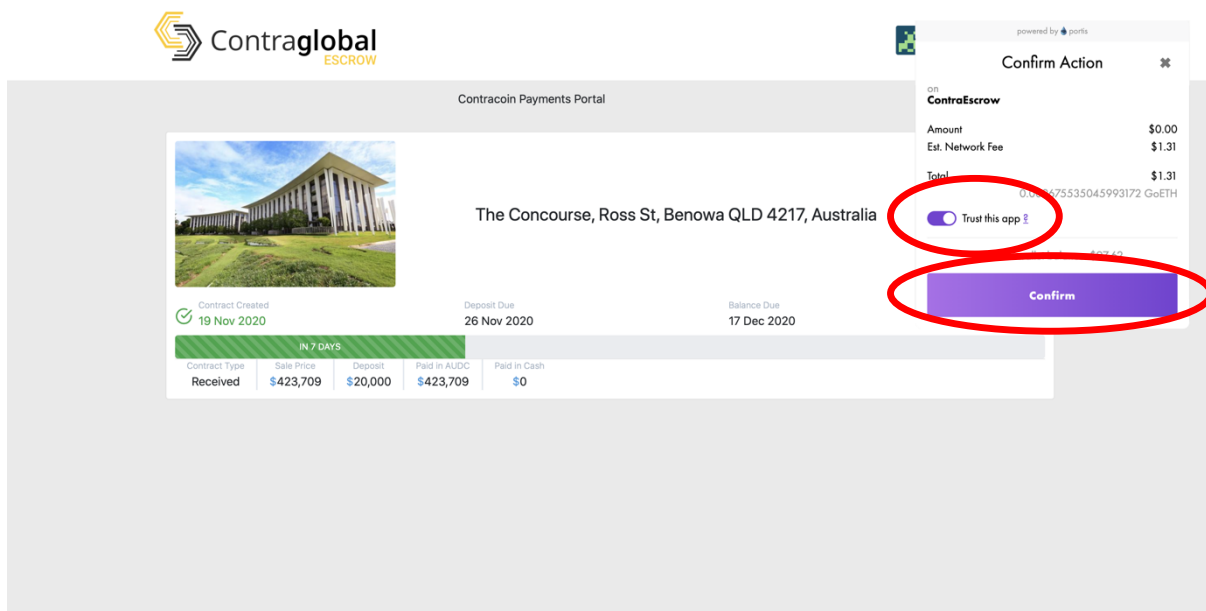
Balance Due: 17 Dec 2

Accept Cancel

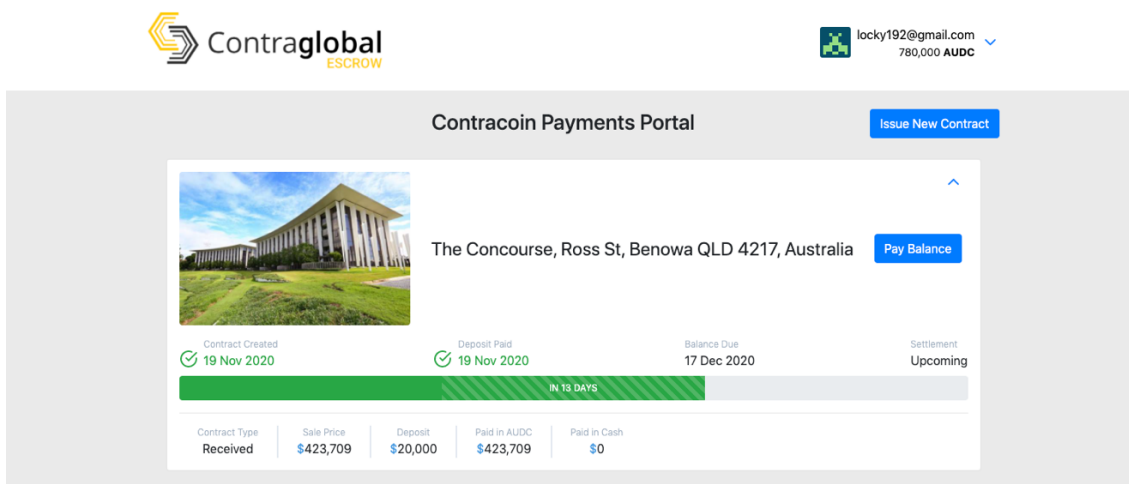
If this is the first time you are executing a transaction as a buyer, you will be asked by Portis to confirm the transaction. You should turn on the “trust this app” toggle to make this process easier in the future. If you already have the “trust this app” toggle enabled, Portis will automatically execute the transaction.

For executing the transaction on the Ethereum network, you will be charged a network fee in Ether. **If you do not have enough Ether in your Portis wallet you will not be able to pay the deposit.** To add Ether to your Portis wallet, see the “How to add Ether to your Portis Wallet” section in this manual.

Once you have enough AUDC to pay the deposit and enough Ether to cover the gas fee in your Portis wallet, and you have enabled the “trust this app” toggle, you can click the “confirm” button to execute the transaction. This will send your AUDC deposit into the escrow contract.



You will know that the deposit has completed when the progress bar increases, and you should now have the option to “Pay Balance”



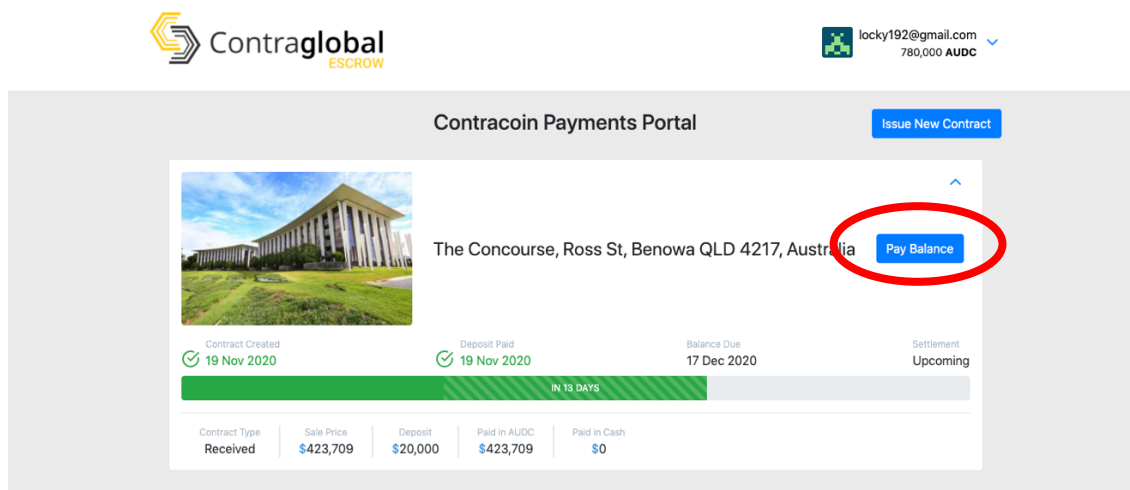
Paying the balance (as buyer)

Once the deposit has been paid, the option for the buyer to pay the balance will become available. When the buyer is ready to pay the balance, they can do so using the same steps as when paying a deposit.

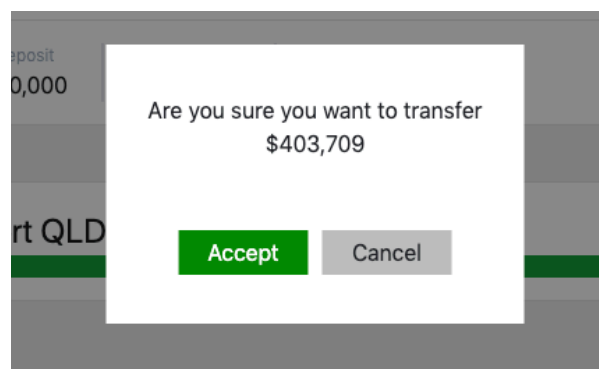
The balance cannot be paid until the deposit has been paid first.

Prior to paying the balance, the buyer must ensure that they have enough AUDC in their Portis wallet to pay the balance and ensure that they have enough Ether in their Portis wallet to pay the network gas fee for the transaction.

To pay the balance, the buyer must click the “Pay Balance” button.



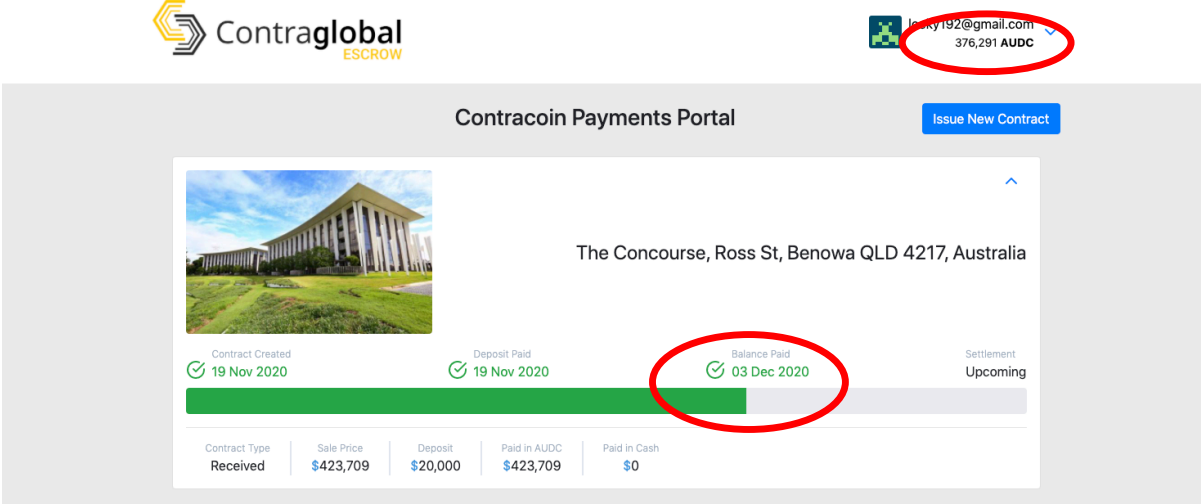
When the buyer clicks “Pay Balance”, they will be asked to confirm that they wish to transfer the balance amount into the escrow contract. To execute the transaction, the buyer must click “Accept”.



So long as the buyer has enabled the “trust this app” toggle on Portis (and they have enough AUDC and Ether to cover the transaction), Portis will automatically execute the transaction without the buyer needing to take any additional steps. If the buyer has not enabled “trust

this app” on Portis, the Portis wallet will pop up and ask the user to confirm the transaction. At this stage, the buyer should enable the “trust this app” toggle and click confirm.


Once the transaction has completed, the progress bar will be updated to show that the balance has been paid. The buyer should also see their AUDC balance reduced by the amount they paid in the balance payment.



Contraglobal ESCROW

leaky192@gmail.com
376,291 AUDC

Contracoin Payments Portal [Issue New Contract](#)

 The Concourse, Ross St, Benowa QLD 4217, Australia

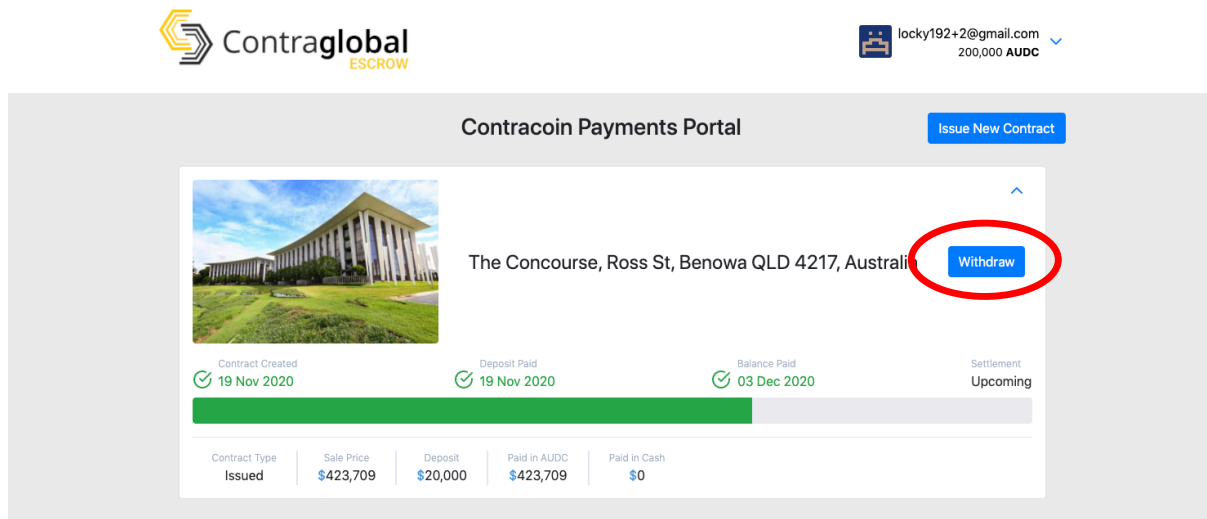
Contract Created 19 Nov 2020 Deposit Paid 19 Nov 2020 **Balance Paid 03 Dec 2020** Settlement Upcoming

Contract Type	Sale Price	Deposit	Paid in AUDC	Paid in Cash
Received	\$423,709	\$20,000	\$423,709	\$0

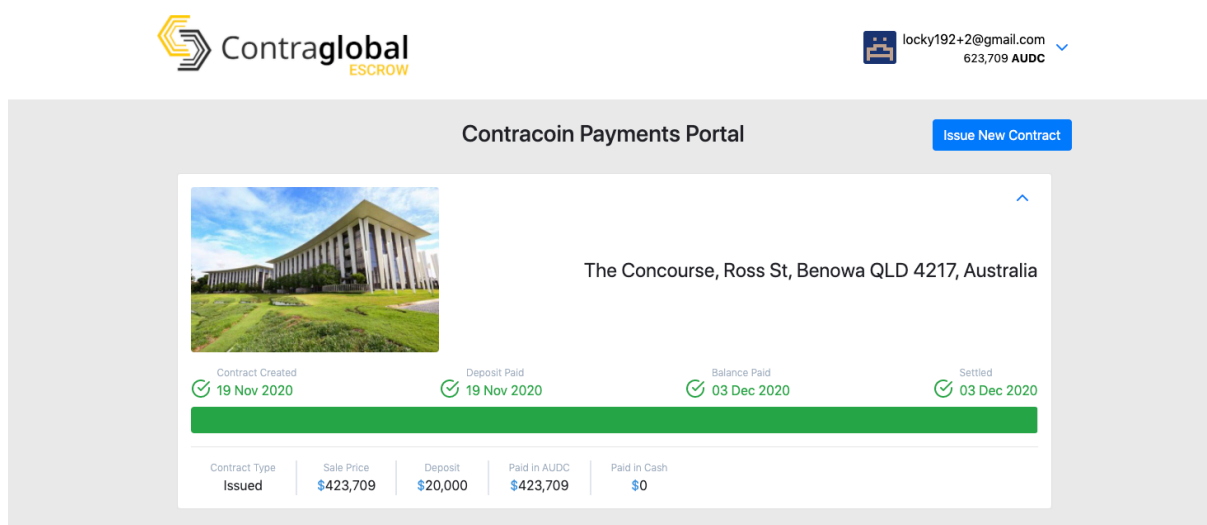
At this stage, the buyer has completed their component of the escrow process. No further action is required by the buyer.

How to Settle an Escrow Contract (as seller)

Once the buyer has paid both the deposit and the balance into the escrow contract, the seller will then be able to settle the escrow contract and claim their funds. The seller should see an option to withdraw from the escrow contract. The seller should click this button to withdraw the funds into their own Portis wallet.



So long as the seller has enabled the “trust this app” toggle in Portis, Portis will automatically execute the transaction and withdraw the escrow funds to the seller’s wallet. If the seller has not enabled the “trust this app” toggle in Portis, the Portis wallet will pop up and ask the user to confirm the transaction. The seller should enable the “trust this app” toggle and click confirm.

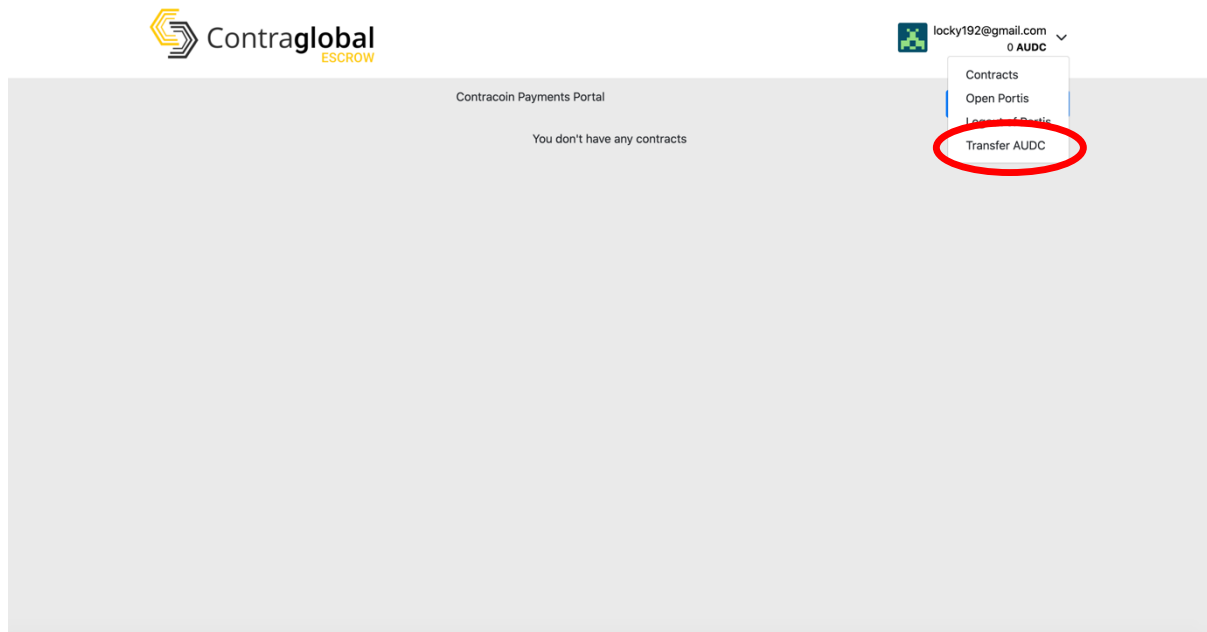


Once the transaction has executed, the progress bar will be updated to show that the escrow contract has settled. The seller should see all of the AUDC paid by the buyer into the escrow contract transferred into their Portis account. This will be reflected in the seller’s

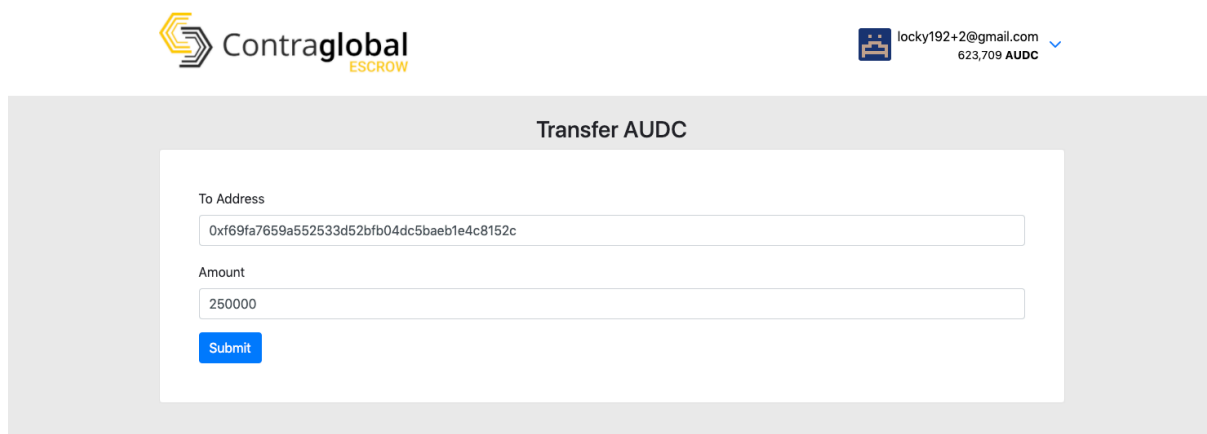
AUDC balance. At this stage, the seller now has AUDC in their possession to do with as they please. The seller can leave the AUDC in their Portis wallet and it will be safe, so long as the seller does not share, and has a copy of, their email, password and backup phrase to access the Portis wallet. Alternatively, the seller may wish to send their AUDC to a different wallet or exchange. To do this see “How to transfer AUDC”.

How to transfer AUDC

If a user (buyer or seller) has any AUDC in their Portis wallet that they wish to transfer to a different wallet, they can do so via the “Transfer AUDC” page. To access this page, click the dropdown menu in the top right and then click “Transfer AUDC”.



Once on the Transfer AUDC page, the user needs to put in an Ethereum address of the new wallet that they would like to send the AUDC to in the “To Address” field. They then need to put the amount of AUDC they would like to send in the “Amount” field. The user can then click submit to transfer the funds. So long as the user has the “trust this app” toggle enabled on Portis, the transaction will be executed automatically. If the user does not have this toggle enabled, the Portis wallet will pop up and ask the user to confirm the transaction. The user should then enable the “trust this app” toggle and click confirm.



The funds will then be transferred to the specified address. **Please ensure that you input the correct address that you wish to send the funds to. If the funds are sent to an address that you don't own, there is NO way to recover them.**

How to add AUDC to your Portis Wallet

If you already own AUDC tokens in another wallet, you simply need to send your AUDC tokens to your Portis wallet address. To find your Portis wallet address see the “Access your Portis Wallet Address” section.

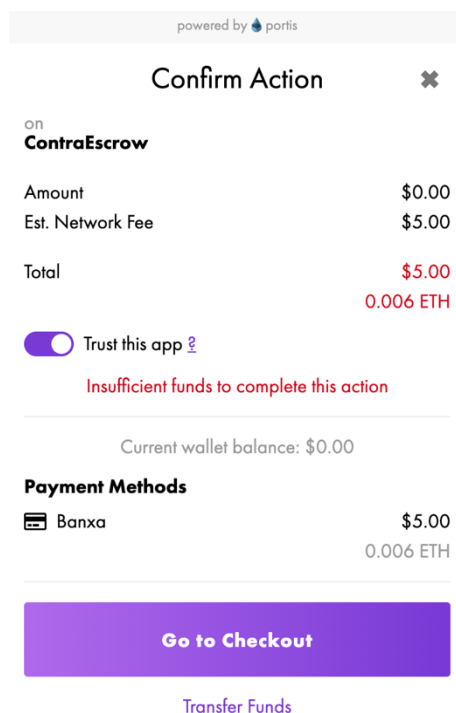
If you do not already own AUDC you will need to get some. As of the time this document was written, AUDC is not listed on any exchanges. In order to obtain AUDC at this time, you should reach out to the Contracoin team directly. Until advised otherwise, the Contracoin team will provide a manual exchange service from CTCN tokens to AUDC tokens. Contracoin will provide you with an address to send CTCN tokens to, you should also provide your Portis address to Contracoin when you send them the CTCN tokens. To find your Portis address see the “Access your Portis Wallet Address” section.

In exchange for your CTCN tokens, Contracoin will send the equivalent value of AUDC tokens to your Portis wallet. Once the AUDC tokens are in your Portis wallet you can use the contraEscrow service.

How to add Ether to your Portis Wallet

In order to execute transactions on the Ethereum blockchain you need to have Ether in your wallet to pay for transaction fees. The exact amount of Ether required to pay for the transaction will fluctuate depending on the congestion of the Ethereum network at the time.

If you are unsure as to whether or not you have enough Ether in your account to pay the transaction fee, you can always just try to execute the transaction (e.g. by clicking “Pay Deposit”). If you do not have enough Ether in your Portis wallet, Portis will pop up and let you know that you have “insufficient funds to complete this action”. This error will only show when the user does not have enough Ether, it will not show if the user does not have enough AUDC.



The first thing you will need to do is obtain Ether. Portis have a built in Checkout system to buy Ether using a credit card. Purchasing Ether directly through the Portis Checkout may or may not work depending on the country you are in and the type of credit/debit card you own. You can try to purchase Ether through the Portis Checkout, however, the recommended approach is to obtain Ether elsewhere and transfer it into your Portis wallet.

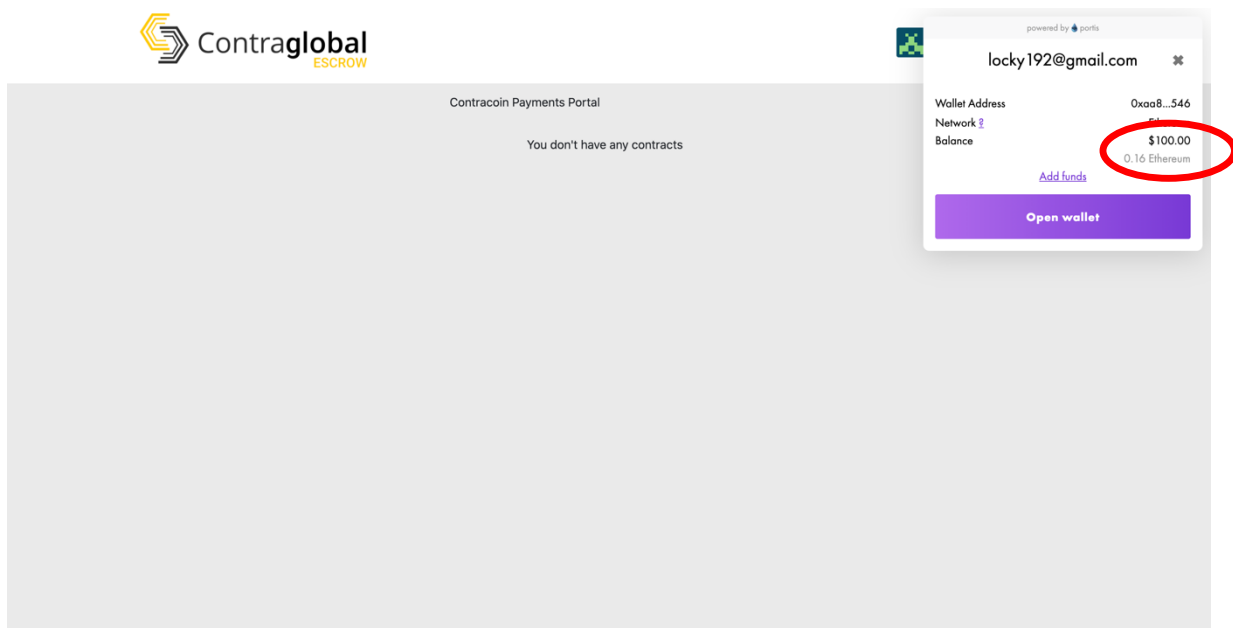
If you do not already own Ether in another wallet, you can buy it from an exchange. In Australia for example, exchanges such as Coinspot and Independent Reserve will allow you to purchase Ether with Australian Dollars and send it to another wallet. Purchasing Ether on an exchange is beyond the scope of this document.

Once you own Ether on another wallet or exchange, you need to transfer it to your Portis wallet. To do this you will need your Portis address. To get your Portis address see “Access your Portis Wallet Address”. Once you have your Portis wallet address, simply send the Ether to that address.

To confirm that you have received your Ether into your Portis wallet, click on “Open Portis” in the top right menu.

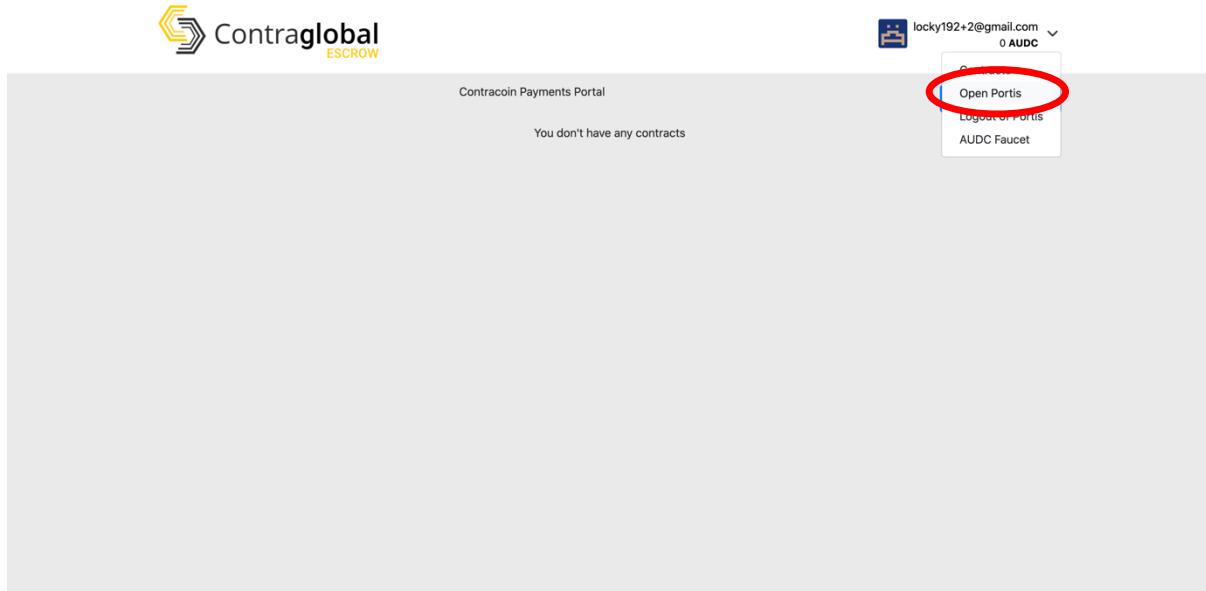


You will then be able to see your Ether balance.

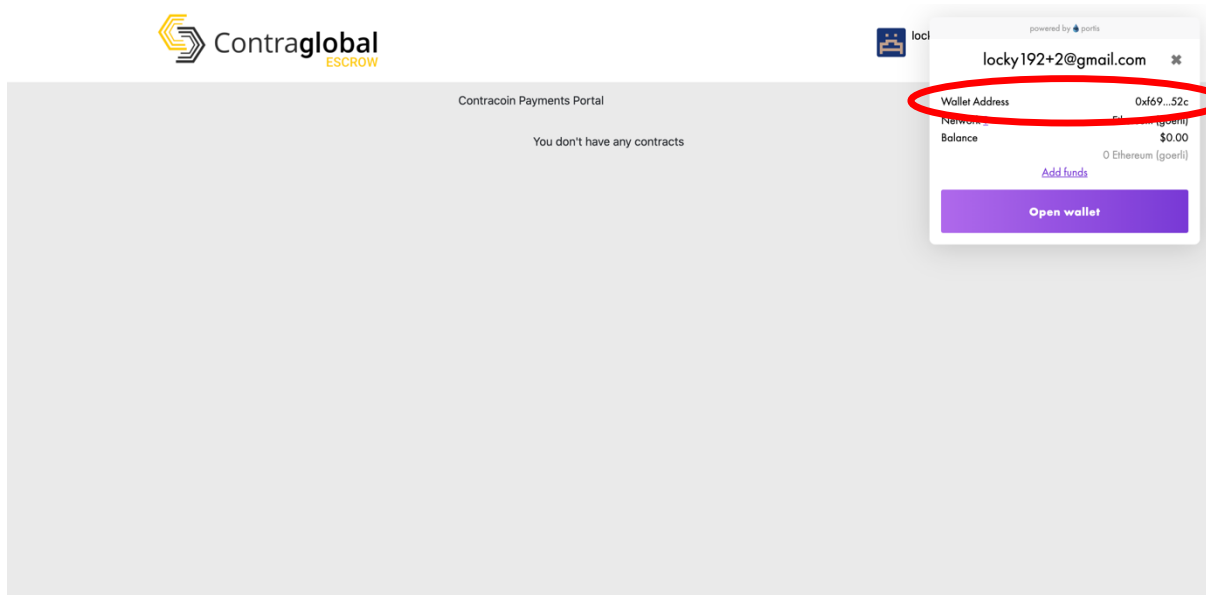


Access your Portis Wallet Address

To see their wallet address, a user can log in to ContraEscrow and click on their account in the top right and then click “Open Portis”.



This will then open up a Portis popup, which will show the user's address. Clicking on the wallet address will copy it to the user's clipboard.



When setting up a new contract, the buyer will need to share this address with the seller, who will setup the escrow contract. We recommend pasting the wallet address into an email and sending that email to the seller with clear communication that this is the address that must be used for the buyer when the seller sets up their escrow contract. This wallet address does not need to be kept secret or private, it is okay to share with other individuals.