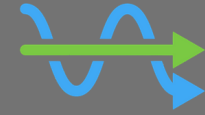


ALLY SIMPLIFY LISTING PREPARATION



From Listing to MLS Pre-Activation

- Upload applicable documents into the MLS (i.e. Seller's Disclosure Notice, Lead Based Paint Addendum, Survey, Property Info Sheet, Showing Instructions, HOA/Condo Docs, etc.)
- Assign Electronic lockbox or Combo box to MLS and to your preferred showing service software. (If applicable)
- Notify you via email, the listing has been saved in the MLS for you to review of information accuracy. You'll be prompted to select and organize photos/ videos according to your preference and create your own narrative and agent remarks/instructions.
- Upload all listing documentation to Broker's Compliance Review Checklist for approval, and monitor modifications/changes during the life of the listing. (If applicable)
- Turnaround time from Listing order to MLS Pre-Activation is 24-48 hours, after photos and videos have been received.
- The Seller must be 4 weeks or less from being ready to "go live" on the market before our team can jump in and do their magic!

