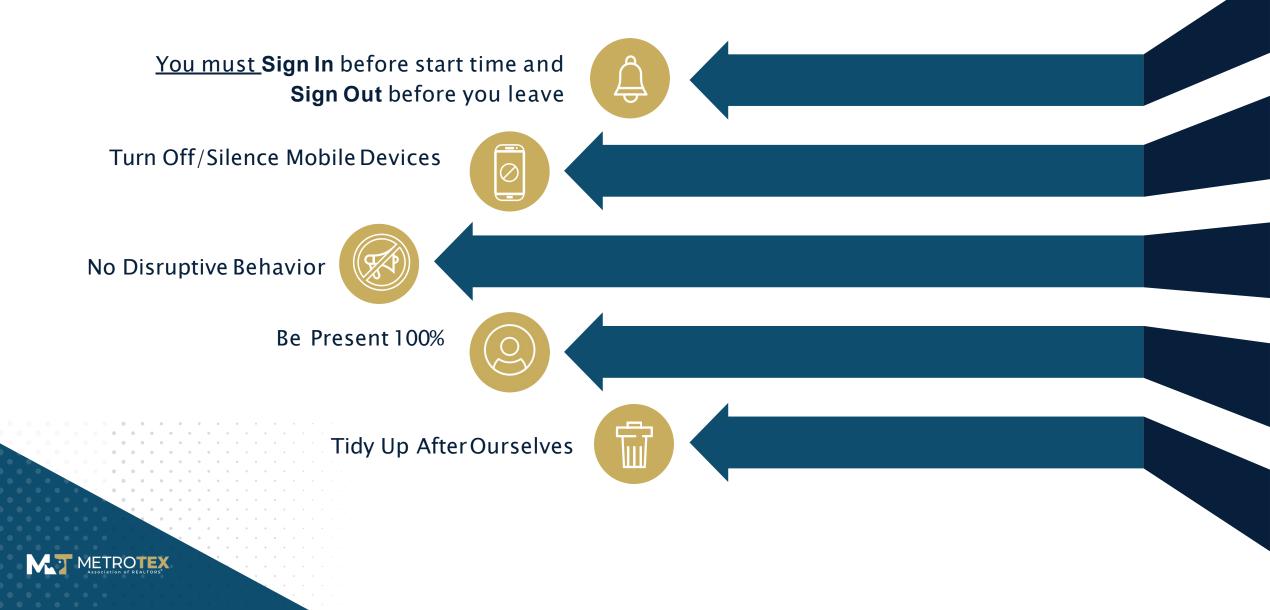
Welcome to New Member Orientation!

Make sure to **check in!**

<u>WIFI</u>: Kinwest_Guest <u>Password</u>: mtex_guest23

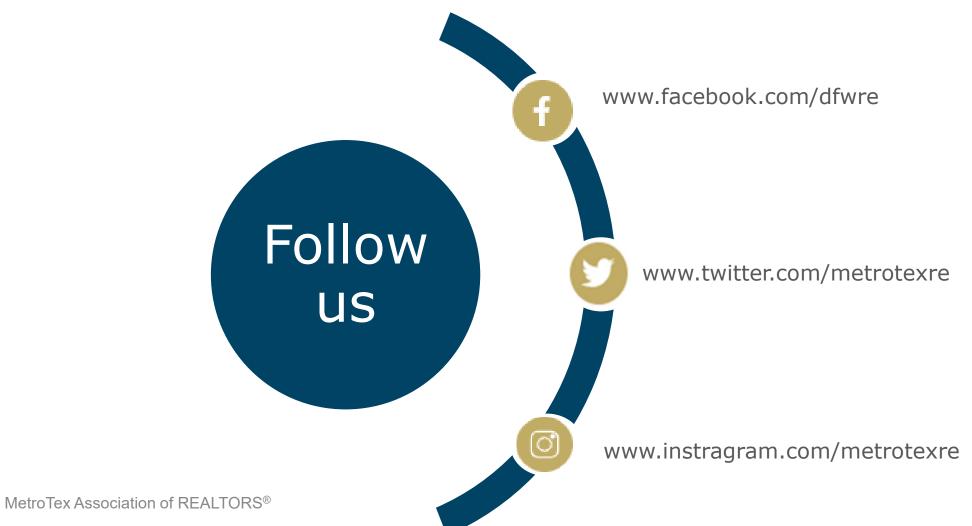


Classroom Guidelines, Etiquette and Receiving Credit



LET'S CONNECT!





Contact Us!



Main Office

214.637.6660

Main Fax

214.637.5951

MetroTex Headquarters

1701 Kinwest Prkwy Irving, TX 75063

All locations open Monday – Friday 8:30am -5:00pm for in-person shopping and member services.

Some offices close from 12:00pm - 1:00pm every day. See our <u>website</u> for details.

MLS Department

214.540.2755

mls@dfwre.com

Member Services Department

214.540.2745

memberservices@dfwre.com

Accounting

800.878.4166

Professional Development

214.540.2751

professionaldevelopment@dfwre.com



New Member Orientation MLS & KEYS SERVICES

MetroTex Association of REALTORS®

Who Are We?

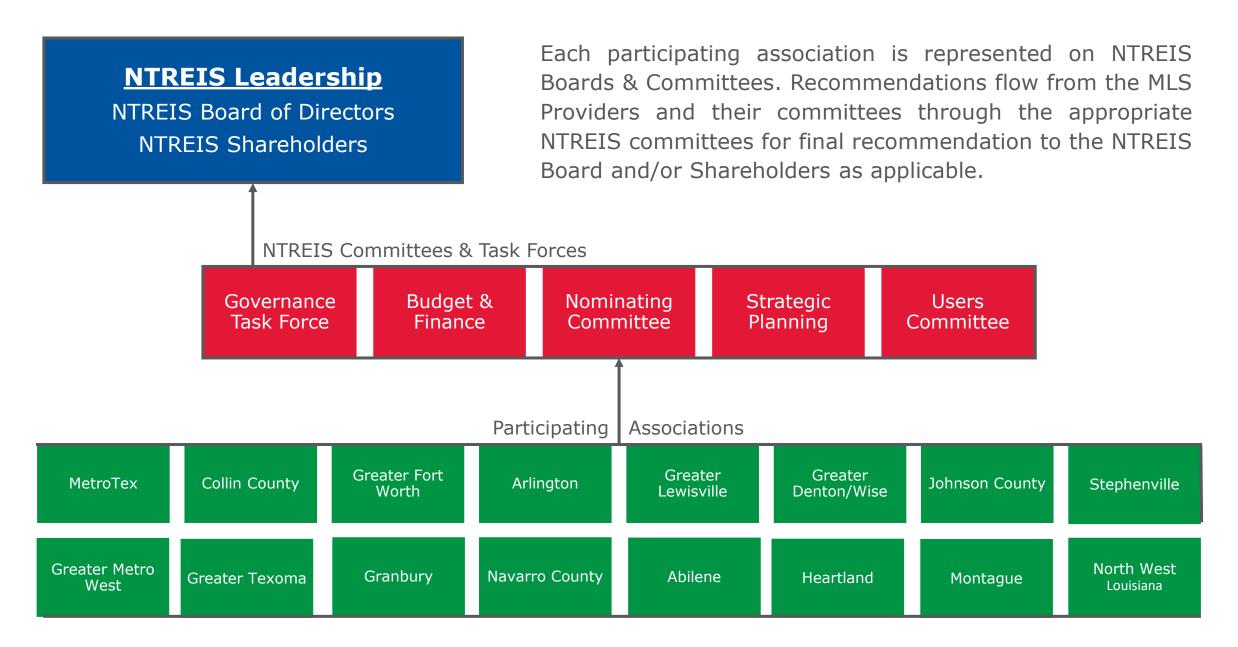


 MetroTex Association of REALTORS®

> Established in 1917 Over 26,000 members

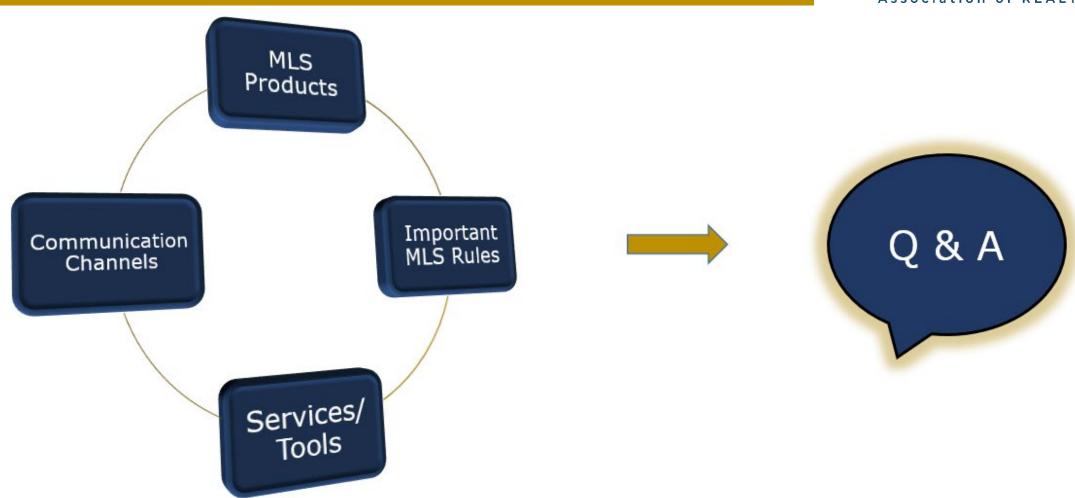
NTREIS - North Texas
 Real Estate Information
 Systems





Objectives





MetroTex Association of REALTORS®

Your MLS Products





Matrix

Use any browser on your PC or tablet! Create custom searches, Cloud CMA, upload photos and other media. Sort on the fly, access Tax, ZipForm and create detailed statistical charts. overlays with schools and so much more!



ZipForm

With ZipForm Plus there's no need to maintain a bulky inventory of stored documents – approved forms are just a few clicks away. Speed up the process by sharing data between all documents related to the same transaction – simply fill out one form and the information is shared with all of the forms required to complete a transaction. ZipForm Plus also provides digital signatures for quick and easy signing!



Instanet

With Instanet in the cloud, you can access and manage all your real estate forms, contracts and documents from any computer with internet access. Your virtual real estate office will be available at your fingertips!



Realist Tax

Tax data from all counties in Texas.
Census reports, school information, mailing labels, and foreclosure activity.



RPR

Comprehensive data, powerful analytics, and client-friendly reports. 100% owned by REALTORS®.
Created by NAR for the sole purpose of providing REALTORS® with the data they need to meet the demands of clients.



Cloud CMA/Stream/MLX

The Cloud suite of products are a convenient alternative to our main MLS system. Licensed agents are able to find listing to be shared, provide detailed reports and a search on a seamless modern way for agents to better communicate with their clients.

Listing Procedures

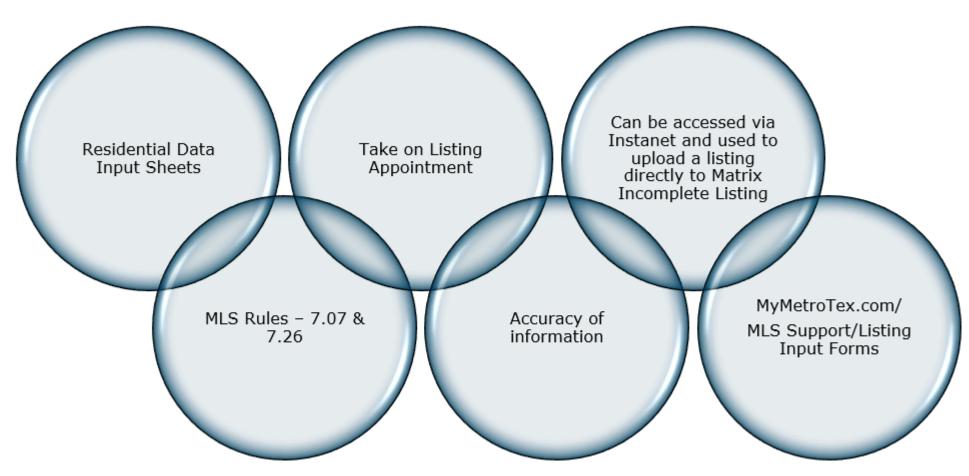


MLS Rules: Section 7

Deadlines	Data	Duplicates	Showings	Description	Directions
72 Hour Deadlines (listing input; status change)	Required to provide accurate data	Duplicate Listings	Listings shall be available for showing once the listing is Active in the MLSexcept listing in the Coming Soon Status.	Property description (Public Remarks) – Fair Housing guidelines, no contact info (i.e., email, web addressesthat includes text services).	Public Driving Directions must have actual directions to the property. Please don't use "Use GPS" or "See Map," etc.

Data Input Sheets





Clear Cooperation Policy



Within one (1) business day of marketing a property to the public, the listing broker must submit the listing to the MLS for cooperation with other MLS participants. Public marketing includes, but is not limited to, flyers displayed in windows, yard signs, digital marketing on public facing websites, brokerage website displays (including IDX and VOW), digital communications marketing (email blasts), multibrokerage listing sharing networks, and applications available to the general public. (Adopted 11/19)

Listing Statuses



INC – Incomplete	As a new listing is entered into the MLS, you may save the listing as "Incomplete" which saves the listing as a work in progress. The incomplete listing is only visible to the listing agent, listing broker/manager, listing office administrators, and MLS staff. As information is gathered on the listing, the list can be updated and saved as Incomplete until the listing is ready to be made available to other MLS subscribers. Incomplete listings may remain in the MLS up to 30 days. After 30 days, if the listing has not been updated, the listing is purged from the system. Listings in the Incomplete status must be changed to Active or Coming Soon prior to any other status changes.
CSN – Coming Soon	At the Seller's request a property may be entered into the Coming Soon Status to prepare the home for showings, needed repairs, or legal matters. A listing may remain in the Coming Soon Status for no more than thirty (30) days. Once the listing has been in the Coming Soon Status for thirty (30) days the listing must be changed to Active prior to change to any other status in accordance with these Rules. If no status change is made after thirty (30) days, the listing will automatically enter the Hold status based on the original entry timestamp. Coming Soon Listings are only available to MLS Participants and are not distributed to 3rd parties. SHOWINGS of properties in the Coming Soon Status are PROHIBITED.
ACT – Active	Property is available for sale and must be available for showings. Will expire on the original expiration date the agent entered.
CON – Active Contingent	Seller has accepted an offer but has requested that property remain available for showings and Seller will entertain backup offers. Will expire on the original expiration date the agent entered.
KO – Active Kick Out	Property has an offer contingent upon the sale of another property by buyer. Still available for showings and backup offers. Will expire on the original expiration date the agent entered.
OPT – Active Option Contract	Seller has accepted an offer but the Buyer is exercising the option period from the sales contract. Still available for showings and backup offers. Will expire on the original expiration date the agent entered.

Listing Statuses



Property has an offer (Contract with no contingencies, Kick Outs or Options). The seller requests no further showings and does not want to entertain backup offers. Pending listings do not expire and will stay pending until closed.

WTH – Withdrawn

Based on the terms agreed to between the Seller and the Listing Broker in the "Termination of Listing Form" (TAR Form 1410) the property is no longer available for showings. Due to the conditions of the "Termination Form" the property cannot be re-listed with another broker. Will expire on the original expiration date the agent entered.

CAN – Cancelled

Based on the terms agreed to between the Seller and the Listing Broker in the "Termination of Listing Form" (TAR Form 1410) the property is no longer available for showings. There were NO conditions in the "Termination Form". The seller is free to re-list their property with another broker.

H – Hold

Owner has a reason they would not like to show the property for a period of time but they are still under a listing agreement. Hold used for various reasons (i.e. remodeling, owner illness, etc.) THIS IS A TEMPORARY STATUS and should not be used in place of the Cancelled or Withdrawn status. Will expire on the original expiration date the agent entered.

EXP – Expired

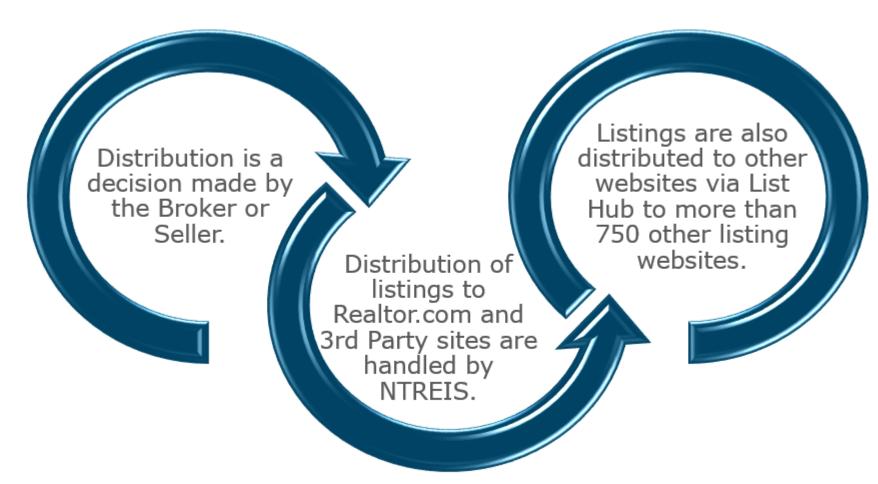
Listing has expired.

C- Closed

Listing has sold or leased.

Listing Distribution

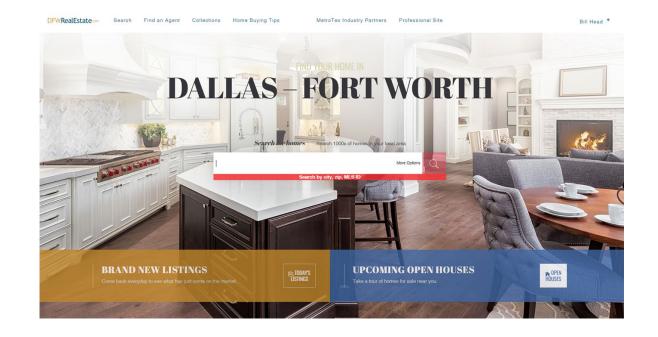




DFWRealEstate.com



DFWRealEstate.com brings the MLS value proposition to life. It showcases the local real estate market within a website that's connected to the MLS System and packed with the freshest, most accurate property and neighborhood information.



DFWRealEstate.com Cont.



Powerful Search. Awesome, Precise Results.

Consumers will be thrilled with the ability to zero in on what they want with an awesome search. On the DFWRealEstate.com site they can include or exclude property features in searches, search room type designations, and review deep community information with amenities, weather, schools and demographics.

Be Seen.

Using search engine optimization, our site can surface as the primary website for conducting a property search in your area. Additionally, when a community grasps the reliability of the site, it can quickly become the go-to for local property searches: a household name, a trusted brand.

Beautifully Local and Deeply Connected.

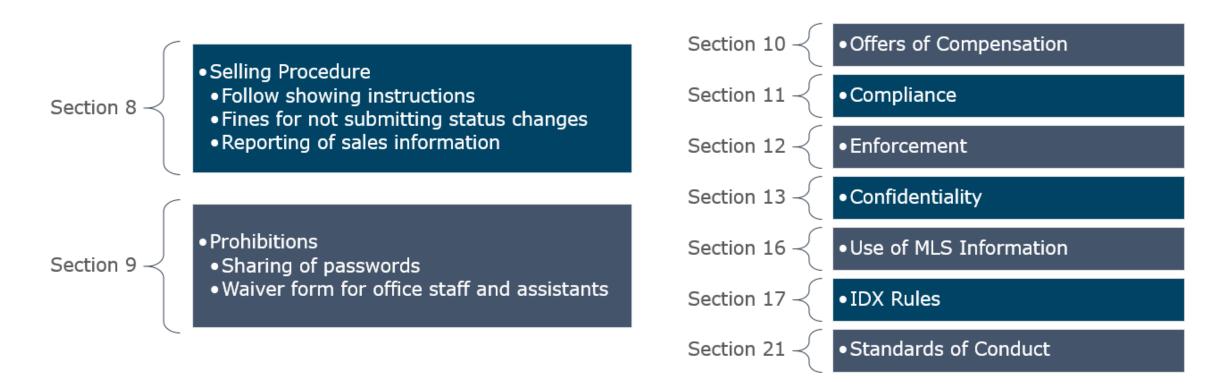
DFWRealEstate delivers big value to members while providing a local and awesome online experience for consumers. So much more than just a website, our website is integrated with the MLS System, providing a number of unique benefits for all: broker, agent and consumer.

Member Benefit.

This website is budgeted annually so there are no additional fees to utilize the site and we have budgeted a marketing campaign for TV, Digital and Streaming Music (Pandora) to promote the site.

MLS Rules





Complaints & Data Checker



Automated flags from Data Checker

- Agent receives 1st notice via email.
- •Agent makes corrections or replies to email to explain or inquire.
- •MLS staff reviews and waives or instructs agent to correct.
- •If not waived or corrected within 3 days, 2nd notice is sent to agent and office.
- •If still not remedied, final notice is sent after 3 more days to agent and office.
- •3 days after final notice, listing goes into fine status.
- •Agent and office receive notification that fine has been placed on agent's account and may be subject to additional fines or other action if correction is not made.

Agent may file a complaint

•Agent may file a complaint with MLS for violations of MLS procedures of Keys/Keybox Rules (see keybox and key rules and regulations).

Violations of the Clear Cooperation Policy

- •Complaints must be received in writing and may be submitted via our website at: https://www.mymetrotex.com/clearcoop/
- •The complaint must include the following information:
- •The name of the listing agent and listing office
- Proof of the violation (ie. Photograph, weblink) Must be clear, strong, convincing
- •Fines for violations of the Clear Cooperation policy will range from \$1,000 to \$5,000.

MLS Classes



MAPS Classes

Take these 5:

Advanced Matrix

Zipform

Managing Your Listings

Intro to Instanet

Plus 1 elective:

Client Management

Accessing Property/Realist

Tax

Intro to RPR

Other MLS Classes

Intro to Matrix Mobile RPR

Surfing the Cloud The Many Tools of MLS

Remine



Sign up for MLS classes at MyMetroTex.com

MLS MAPS Flyer

MLS Communication













Facebook, Twitter, YouTube, LinkedIn



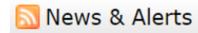
MLS SNAP every Monday with important MLS news



Get the MetroTex News YOU want!

Data Checker

Works for you to automatically validate the quality and accuracy of your data.



Matrix Landing Page

Ntreis Login Screen

Additional News & Information

Meetings

- Office
- Area REALTOR® meetings-Representatives go to: MyMetroTex.com/MLS Support/Area REALTOR® Meetings

MLS Training Classes

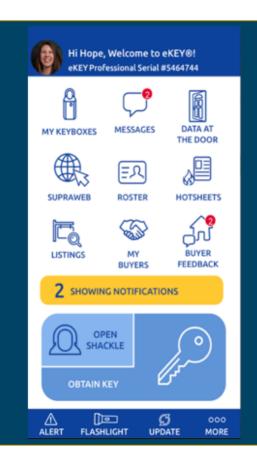
All MLS training classes are FREE to MetroTex MLS Members.

Invest the time to succeed.

Key Services & Lock Boxes



- Key Services is an additional service
- Fiscal Year Service: Jul 1st-Jun 30th
- Supra eKey App
- Please contact our <u>Member</u>
 <u>Services Department</u>
 to get set up at
 MemberServices@dfwre.com
 or 214-540-2745
- They can also provide you with price



- Keyboxes are sold sepratetly (\$129.90 each)
- BTLE, Bluetooth
- Supraekey.com: Register keyboxes, activity reports.



Vendor Contact Information



Should you need after hours technical support, you may contact the Vendors for each product as noted below.

Matrix & Transaction Desk

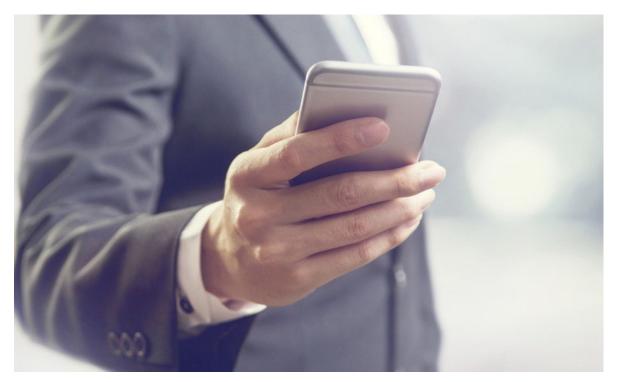
Mon-Fri 7:00am - 12:00pm Sat-Sun 10:00am - 10:00pm 800.297.6367

ZipForm

Mon-Fri 6:00am - 10:00pm 800.383.9805

Supra

Mon-Sun 8:00am - 9:00pm 877.699.6787



Additional Contact Numbers



MLS Department

Mon-Fri 8:30am – 5:00pm 214.540.2755 mls@dfwre.com

Member Services Department

Mon-Fri 8:30am – 5:00pm 214.540.2745 memberservices@dfwre.com

Realtor.com

Mon-Fri 8:00am – 7:00pm 800.878.4166

Showing Time

Mon-Sat 8:00am - 8:00pm Sun 8:00am - 6:00pm 817.858.0055

Texas REALTORS®

Mon-Fri 9:00am – 5:00pm 512.480.8200

Texas Real Estate Commission (TREC)

Mon-Fri 7:00am – 6:00pm 512.936.3000

BrokerBay

800.257.1242

Scheduling
Mon-Sun 7:00am - 9:00pm

Tech Support

Mon-Fri 9:00am – 7:00pm



Thank you for your time and attention!

Questions?

MEET THE TEAM

Government Affairs & TREPAC

MetroTex is *the* advocate for all the things real estate. Government Affairs identifies, monitors, and acts on issues that impact the real estate industry and property owners. TREPAC is a voluntary, nonprofit, unincorporated group whose membership consists of REALTORS® and others interested in protecting the rights of property owners in Texas.









Matthew Church

Government Affairs
Director

matthewc@dfwre.com

Alina Rosale

Government Affair Coordinator

alinar@dfwre.com

Lindsey Wallace

Area REALTOR® Programs Manager

lindseyw@dfwre.com



2023 MetroTex Area REALTOR® Meetings



2023 Area REALTOR® Meeting Locations

- East Dallas
- Far North Dallas
- Forney/Kaufman
- Garland
- Grand Prairie

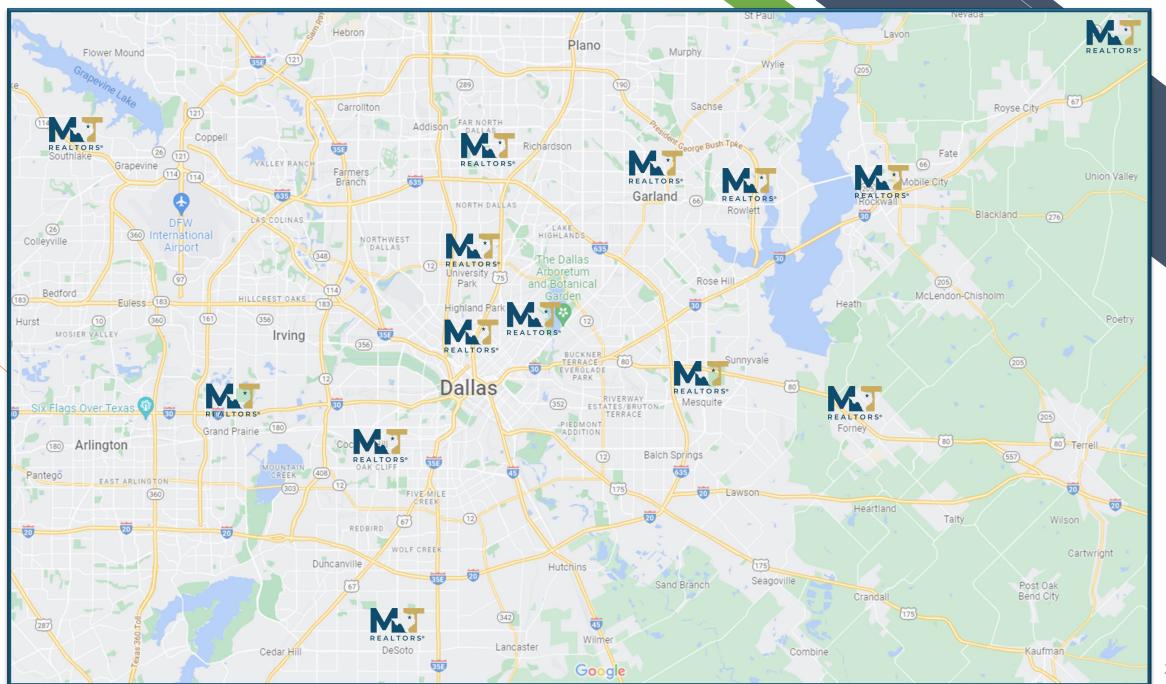
- Hunt County
- Northeast Tarrant County
- Oak Cliff
- Oak Lawn
- Park Cities

- Rockwall
- Rowlett
- Southeast Dallas
- Southwest Dallas

For more information:

- ① Lindsey Wallace
- mymetrotex.com/area-realtor-meetings





TEXAS REALTORS® POLITICAL ACTION COMMITTEE (TREPAC)



WHAT IS TREPAC MISSION?

The mission of TREPAC/Texas Association of REALTORS® Political Action Committee is to raise funds to promote homeownership, protect private-property rights, and increase political awareness.







IN THE 87TH TEXAS LEGISLATURE, TREPAC SUPPORTED THE FOLLOWING BILLS BECOMING LAW:

- HOA reform
- Increasing broadband access
- Remove discriminatory covenants from real estate deeds
- Property tax transparency



ALSO, TREPAC OPPOSED BAD LEGISLATION:

- Opposed mandatory sales price disclosure for all properties
- Opposed legislation to expand the sales tax base to include more taxable services, such as real estate brokerage

HOW CAN REALTORS® SUPPORT TREPAC?

Your TREPAC investment helps put pro-real estate candidates in office to protect your livelihood and profession. In return for TREPAC's hard work, we would ask that you would invest your fair share of \$45.



FREQUENTLY ASKED QUESTIONS....





HOW DOES TREPAC AFFECT REAL ESTATE?

The government's role in the real estate industry has been steadily increasing at every level. In order to maintain a healthy climate for the real estate industry in Texas and preserve real property rights as they exist today, Texas REALTORS® must participate in the political process through TREPAC.





WHERE DO TREPAC DOLLARS GO?

ALL FUNDS ELIGIBLE TO BE INVESTED IN PRO-REAL ESTATE CANDIDATES RUNNING FOR POLITICAL OFFICE ARE EXPENDED FOR THAT PURPOSE.



WHICH POLITICAL PARTY DOES TREPAC SUPPORT?

WE ARE THE REALTOR® PARTY; TREPAC IS NOT AFFILIATED WITH ANY POLITICAL PARTY. THE PROGRAM AND PLATFORM OF THE INDIVIDUAL CANDIDATES, BOARD RECOMMENDATIONS, AND ULTIMATE ACTION BY TREPAC TRUSTEES DETERMINE WHO TREPAC SUPPORTS—NOT THE CANDIDATE'S PARTY AFFILIATION.



TREPAC DISCLAIMER

DISCLAIMERCONTRIBUTIONS ARE NOT DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES. CONTRIBUTIONS TO THE TEXAS REALTORS® POLITICAL ACTION COMMITTEE (TREPAC) ANDTHE TEXAS ASSOCIATION OF REALTORS® FEDERAL POLITICAL ACTION COMMITTEE (TAR FEDPAC)—WHICH MAKES CONTRIBUTIONS TO THE REALTORS® POLITICAL ACTION COMMITTEE (RPAC)—ARE VOLUNTARY AND MAY BE USED FOR POLITICAL PURPOSES. THE AMOUNT INDICATED IS MERELY A GUIDELINE, AND YOU MAY CONTRIBUTE MORE OR LESS THAN THE SUGGESTED AMOUNT. YOU MAY REFUSE TO CONTRIBUTE WITHOUT REPRISAL, AND THE NATIONAL ASSOCIATION OF REALTORS®, TEXAS REALTORS®, AND ITS LOCAL ASSOCIATIONS WILL NOT FAVOR OR DISADVANTAGE ANYONEBECAUSE OF THE AMOUNT CONTRIBUTED. UNTIL THE RPAC ANNUAL GOAL IS MET, 70% OF AN INDIVIDUAL'S CONTRIBUTION GOES TO TREPAC AND MAY BE USED TO SUPPORT STATE AND LOCAL CANDIDATES; THE REMAINING 30% IS SENT TO TAR FEDPACTO SUPPORT FEDERAL CANDIDATES AND IS CHARGED AGAINST YOUR LIMITS UNDER 52 U.S.C. 30116. (EXCEPTION: 100% OF AN INDIVIDUAL'S CONTRIBUTION GOES TO TREPAC IF THE INDIVIDUAL IS AN EMPLOYEE OF AN AFFILIATE MEMBER OF TEXASREALTORS®.) AFTER THE RPAC ANNUAL GOAL IS MET, 100% OF AN INDIVIDUAL'S CONTRIBUTION GOES TO TREPAC AND MAY BE USED TO SUPPORT STATE AND LOCAL CANDIDATES. YOU MAY CONTACT THE TEXAS REALTORS® POLITICAL COMMITTEE ADMINISTRATOR AT 800-873-9155 TO OBTAIN INFORMATION ABOUT YOUR CONTRIBUTIONS.



New Member Orientation PROFESSIONAL DEVELOPMENT

Meet Professional Development



Professional Development Director

Roxie Glenn

Commercial Services Manager

Kristi Kay Spikes

Global Services Manager

Alivia Winters

Professional Development Program Manager

Natalie Godfrey

Professional Development Coordinators

Marisela Martinez Laila Irving

Everett York

Visit our website: www.mymetrotex.com/professional-development, or

Contact us: professionaldevelopment@dfwre.com or (214)540-2751

MetroTex Association of REALTORS®

GLOBAL & COMMERCIAL



GLOBAL

COMMERCIAL

MCDX

Education and networking for members working with foreign clients, foreign properties, and clients who speak a primary language other than English.

Learn More Here

Commercial education and networking. Learn how commercial deals differ from residential. Work with investors and professionals.

Learn More Here

Commercial property exchange for MetroTex and other Texas licensees who work in the commercial sector. NOT AN MLS! Provides search, marketing and research abilities.

Learn More Here

Contact Professional Development at professionaldevelopment@dfwre.com for more information



TREC Education Requirements



During your **FIRST two years of licensure**, Texas Real Estate Commission (TREC) requires that you complete Sales Apprentice Education (SAE). SAE courses are the first important steps to maintaining your real estate license and furthering your real estate education. You will need a total of **98 hours**.



MetroTex Association of REALTORS®

Graduate REALTOR® Institute (GRI) Designation



Business Skills Course Topics:

- Seller Services
- Buyer Services
- Real Estate Technology
- Environment & Green Building

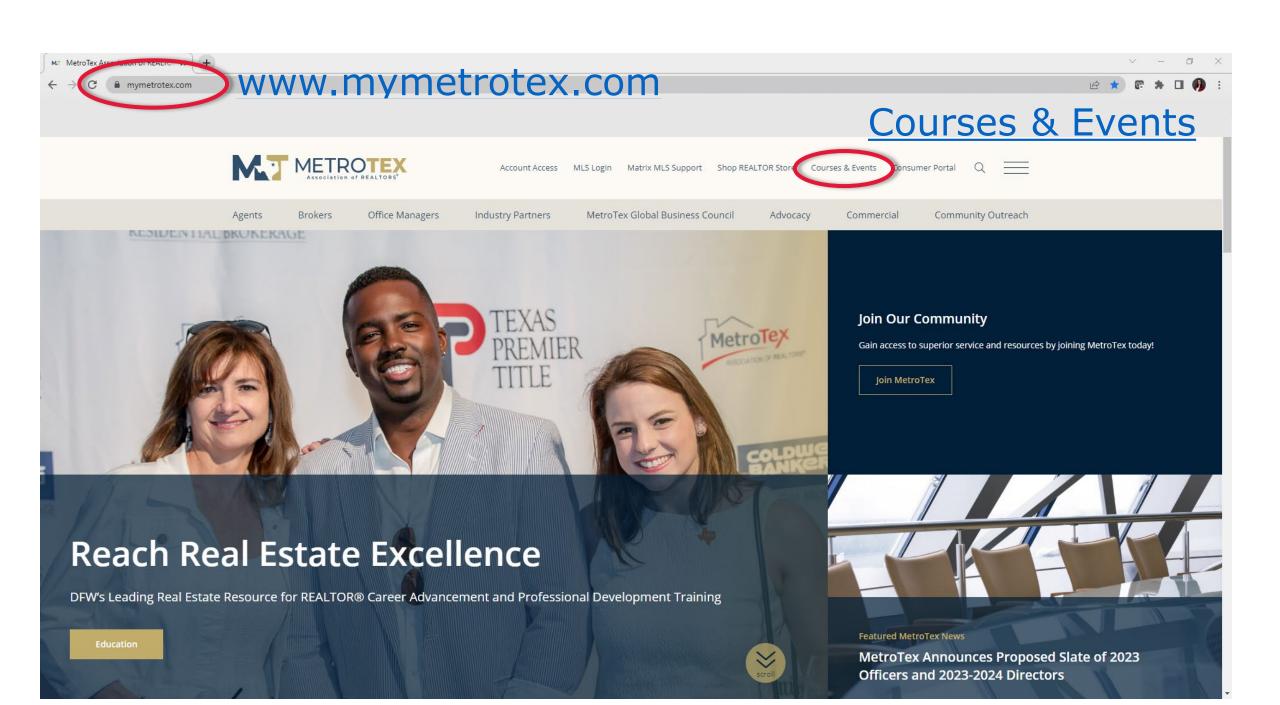
Contracts Course Topics:

- Finance & Lending
- Residential Contracts
- Appraisals, CMA's, and Pricing
- Diversity & Fair Housing

Brokerage Course Topics:

- Professional Standards
- Policies & Procedures
- Brokerage & Agency Relations
- BusinessDevelopment

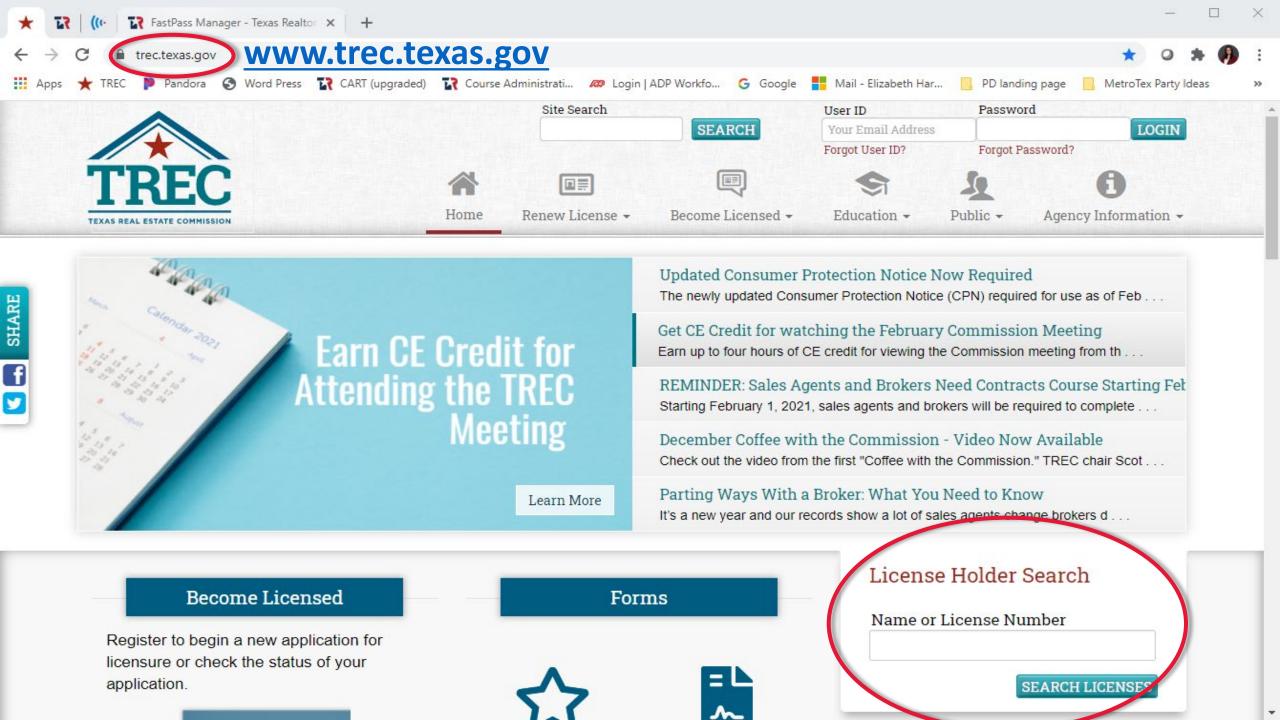
For more information click here

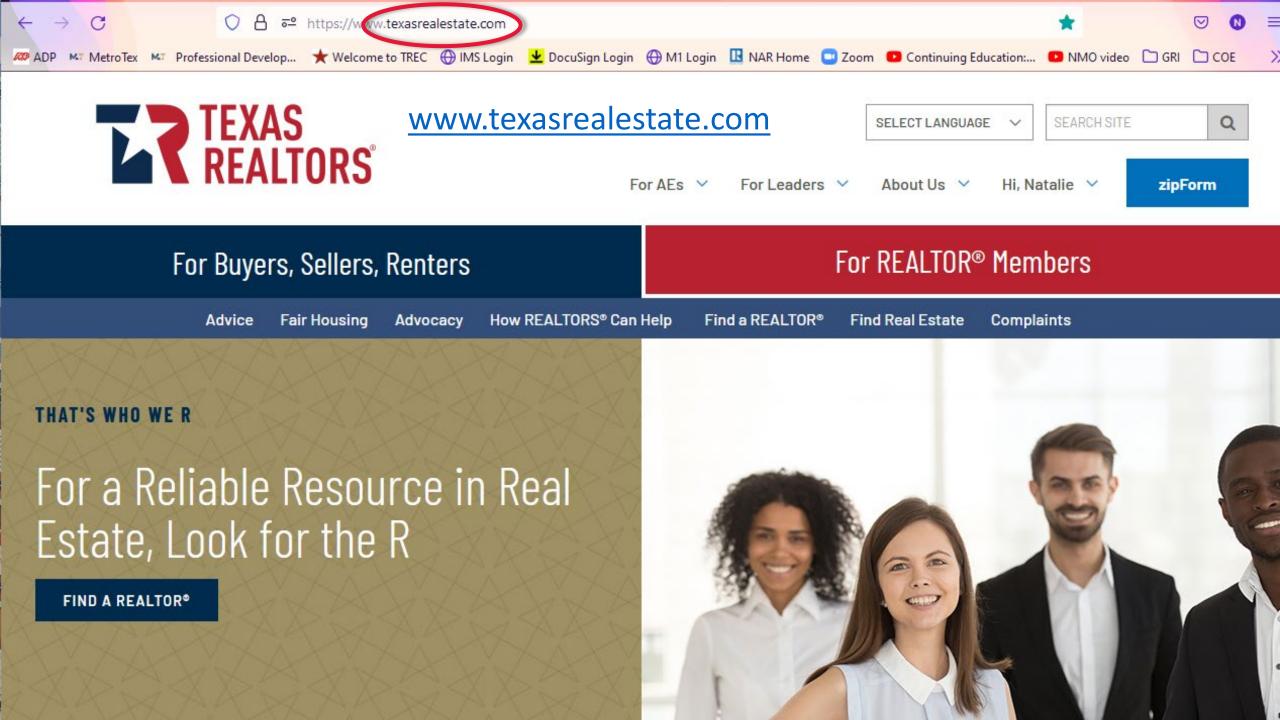


www.mymetrotex.org







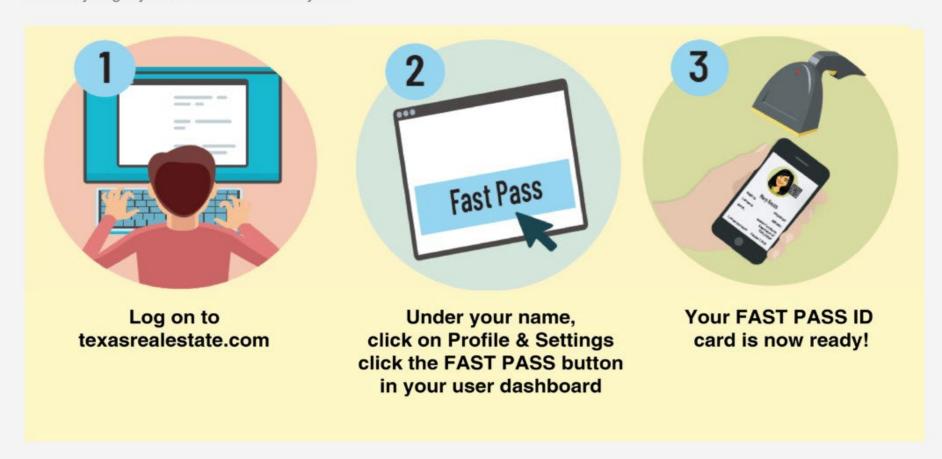


Fast | Easy | Accurate

The new Fast Pass is designed to keep you moving through your education classes faster, easier, and more accurately. Access the Fast Pass on any electronic device and you are all set to scan...and go!

Don't have your ID? No problem! You even have the option to include your photo ID on the Fast Pass. A QR code links the Fast Pass to your information—name, NRDS ID and TREC license number, and local board.

How do you get your Fast Pass? It's easy as...



NOTE: If you have not logged into the Texas REALTORS website before, you will first need to create an account using your TREC license number. You will then receive an activation email to activate your account and can proceed with login at that time.



SELECT LANGUAGE

SEARCH SITE

For AEs V

For Leaders V

About Us 💙

Hi, Natalie 💙

zipForm

Q

For Buyers, Sellers, Renters

For REALTOR® Me

Profile & Settings Apps | Dashboard

Legal & Ethics Government Affairs Education Specialties Research Member Benefits Events Communic

Log out



Natalie Godfrey

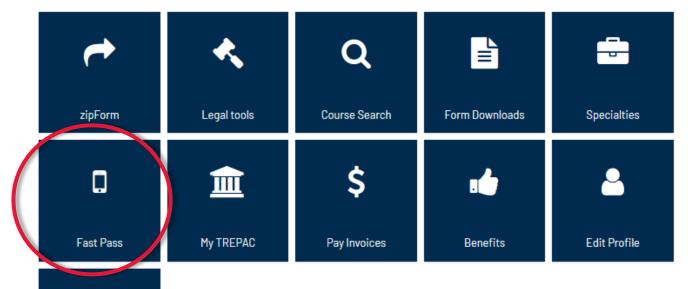
■ MetroTex Assoc, of REALTORS®

Grapevine, TX

**** 2146376660

Tools & Information

My Committees





FastPass

PROFILE

QR CODE



Natalie Godfrey

NRDS ID: 798589378

0121078

BOARD

MetroTex Assn. of REALTORS®



FastPass

PROFILE

QR CODE



Natalie Godfrey

NRDS ID: 798589378

0121078

BOARD

MetroTex Assn. of REALTORS®

If you find that your Fast Pass does not have a photo, please email

professionaldevelopment@dfwre
.com. Association staff will add
your photo!

Your Benefits as a REALTOR







Store Purchasing Program SPC Account # 8012 291 0498

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Thinking of Getting Involved? Join a Committee!



Networking

Personal involvement in a MetroTex Committee makes it easier to meet and do business with other industry professionals and is often where you'll find industry leaders.

Relationships

People do business
with people they
know and trust.
Developing
professional
connections within a
MetroTex Committee
creates a vital
support system.

Leadership

MetroTex leaders help develop a voice for the real estate industry. The path to leadership begins with participation and involvement on a MetroTex Committee.

For more information click here



Questions?