



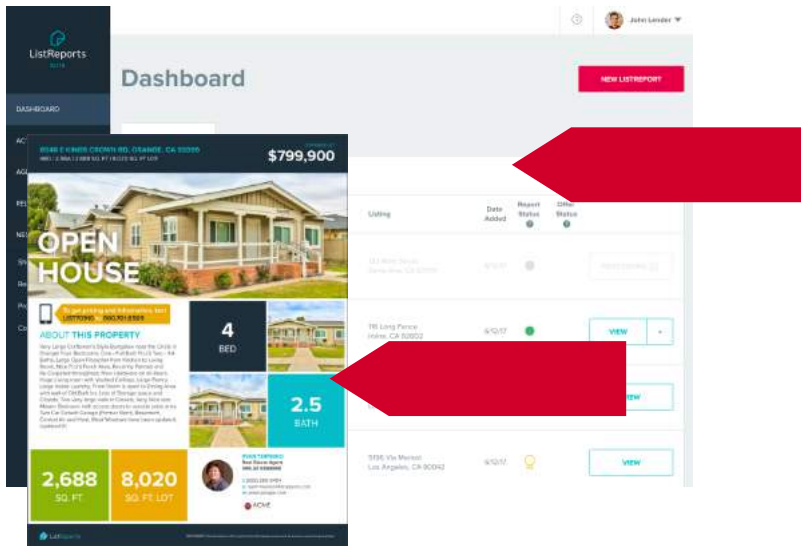
ListReports & nest.me

REALTOR MANUAL V3

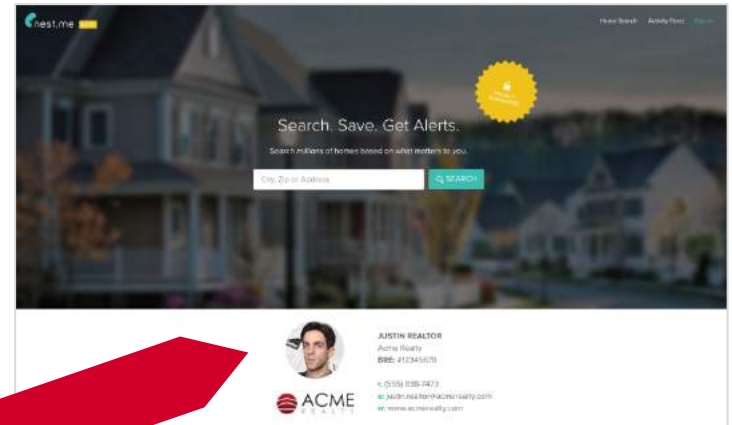
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Agent Experience After Accepting Invitation & Signing Up



As soon as an Agent has completed the Sign Up process from the Lender Invitation, they have immediate access to their own ListReports Dashboard. From here, they can begin generating beautiful marketing materials.



The Agent will also have immediate access to their own nest.me account.

As Agents begin sharing this site with Consumers, the Agent will share in all leads that are generated as a result of the site.

Your Biggest Challenges ... And a Solution

We are the only company on the market that offers you:

FULL-SERVICE

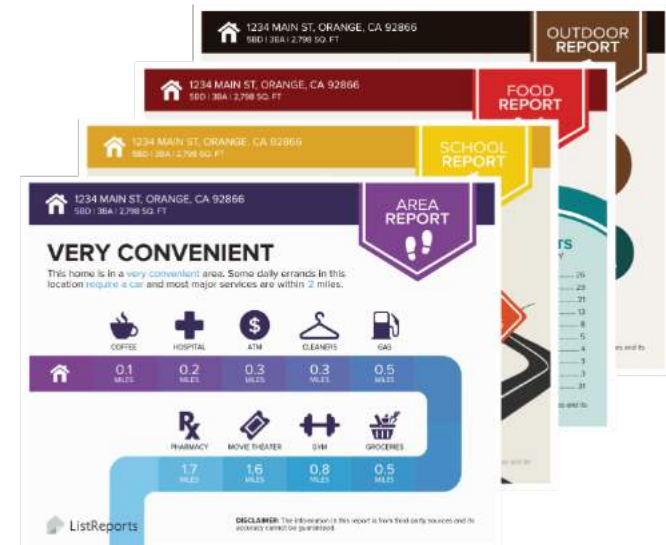
You give us an address, we do all the work.

BEST-IN-CLASS DESIGN

Products that are beautifully designed and differentiated to resonate with the modern consumer.

LEADS

Build-in lead capture on mobile and the web.



When to Make a Request

- Listing Presentation
- Active Listing
- Buyer Listings
- Pocket Listings
- New Constructions / Builder Requests
- You are putting a New Listing on the Market
- You (or a fellow agent) host an Open house
- You want to impress a Seller on how you market their property
- You want to impress during a Sales Meeting
- You want to farm your buyer roster via social media or email with great content
- You are showing a potential Buyer a listed property in the area.

You want to **differentiate** yourself from other Realtors!

Included FREE in Every ListReport



Beautiful Infographics



Property Reports



Open House & Property Flyers



Property Website



Multiple Postcards



Listing Presentation



Text-To-Lead Flyers



Single Use or Reusable Sign Riders

Navigating ListReports

To View: Click on the desired icons to View, Share, Download your marketing materials.

To Share: Click on the Facebook and Twitter Links to share on your social circles.

Edit Report: Need changes? Click "Edit Report" to make edits to your ListReports.

Download All: The "Download All" button allows you to store the files on your computer via a zip file.

19 Gardenia


Irvine, CA 92620
























































Requested: 05/18/17 by Michael Scott
Offer Status: Not Sent

[EDIT REPORT](#)

PROPERTY MARKETING MATERIALS

[DOWNLOAD ALL](#)

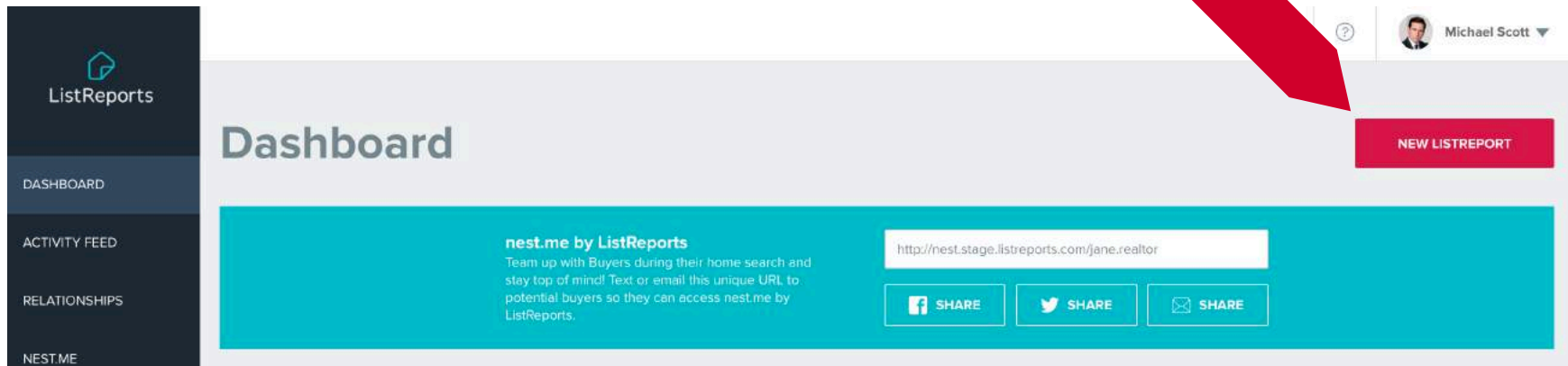
 **ACTIVE LISTING**
Everything you need to market this property.

	View	Download	Share	FB	Twitter
Property Website					
Open House Flyer					
Open House Sign-In Sheet					
Promotional Flyer					
Promotional Flyer w/o Price					
Property Report					
Infographics					
Just Listed Flyer					
Just Sold Flyer					
Photo Gallery					
Go Green Flyers					

How To Request Marketing Materials

Create a New ListReport

1. Login to your ListReports account.
2. In the Dashboard area, click on “New ListReport.”
Clicking this button will open up the request form.



The screenshot shows the ListReports dashboard interface. On the left is a dark sidebar with the ListReports logo and navigation links: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS, and NEST.ME. The main content area has a light gray header with the word "Dashboard" and a user profile for "Michael Scott" with a dropdown arrow. A red arrow points to a red button labeled "NEW LISTREPORT" in the top right corner. Below the header is a teal banner for "nest.me by ListReports" with a text description, a URL input field containing "http://nest.stage.listreports.com/jane.realtor", and three "SHARE" buttons with icons for Facebook, Twitter, and Email.

Create a New ListReport

New ListReport

1 LISTING INFO ▲

Property Address*

Apt / Unit # Example: 110

Reference Link (Not Mandatory)

For NEW listings this can help us ensure the accuracy of your report.

2 OPTIONAL PHOTO SELECTION ▼
Select or upload your favorite property photos.

3 CUSTOMIZE YOUR FLYERS ▼
Add Open House Times, Custom Promotional Text or Color Themes.

4 SPECIAL INSTRUCTIONS ▼
Knowledge is power. The more we know, the more we can help!

*Indicates a required field.

Listing Info Property Address

Add your address in the designated area. When you see it come down on the menu, make sure to select it to allow our data mapping to start on your listing.

Apt/Unit

Add any corresponding Apt/unit numbers in the designated area.

Reference Link

This area is not mandatory, but you can include any type of URL to help us complete your listing request. (Zillow, Redfin, client direct MLS, your website, Dropbox picture link, etc.)

Create a New ListReport

Select Your Flyer Photos

Agents can select or upload their Top 3 favorite photos on their marketing materials, but most directly, their flyers.

2

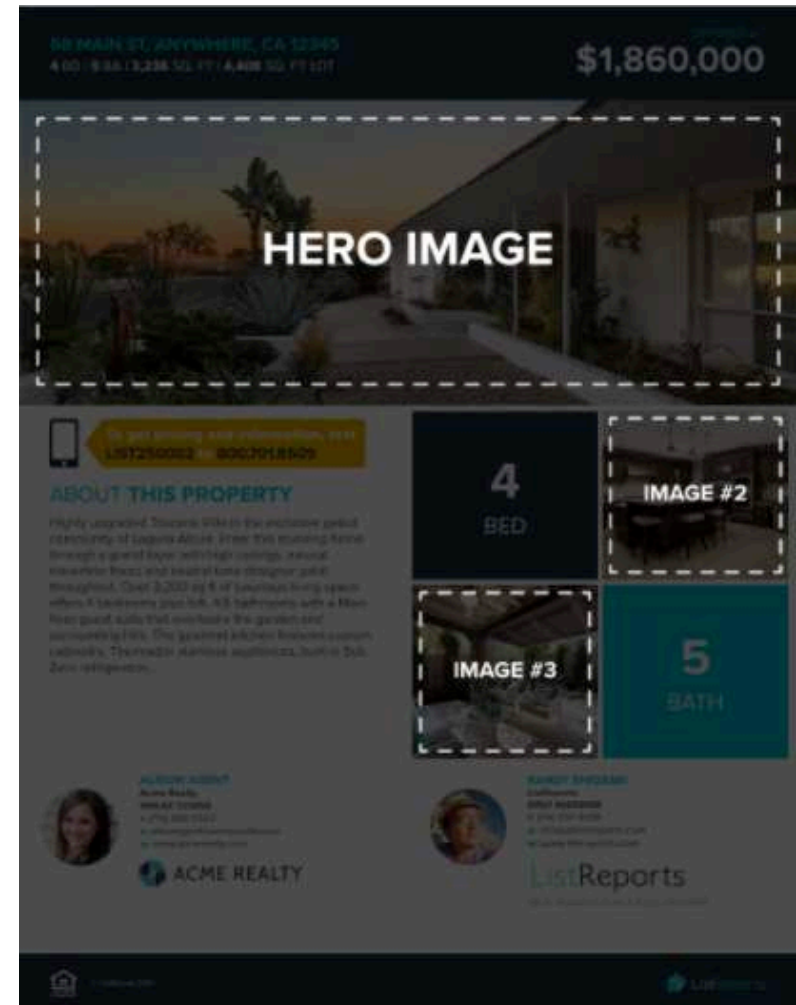
OPTIONAL PHOTO SELECTION

Select or upload your favorite property photos.

The ListReports team will locate and curate property photos for you, but if you have specific ones in mind, select and upload the images below. ([See sample](#))

We haven't found any photos yet.

	Hero Image ★ TIP: This is the main photo on your ListReport. We recommend using an image of the front of the house.	<input type="button" value="UPLOAD"/> or drag image here
	Image #2 TIP: This is a great place to show the kitchen.	<input type="button" value="UPLOAD"/> or drag image here
	Image #3 TIP: Backyards, pools, master baths look great here.	<input type="button" value="UPLOAD"/> or drag image here



Create a New ListReport

Customize Your Flyers: (Select an Option)

Add Open House Info:

Add your Open House dates and times.

Add Custom Promotional Text:

You have 45 characters to express anything about the property. Example (Highlight the community, builder/ architect, or that the house has a pool.)



Samples

PRO TIP:

After putting in your initial request, you can update any of these options as many times as you like.

3 CUSTOMIZE YOUR FLYERS
Add Open House Times, Custom Promotional Text or Color Themes

Open House Flyers

- Select an Option
- Add Open House info
- Add custom promotional text

Add Open House Info ([See sample](#))

Month | Day | Start Time | End Time

Create a New ListReport

Select A Color Palette:

You can select a specific color palette to enhance your company brand on your marketing materials.

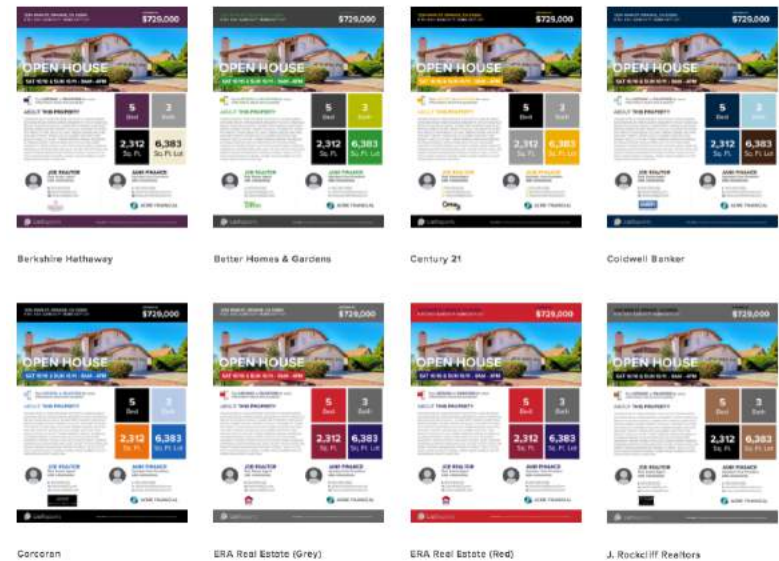
3 CUSTOMIZE YOUR FLYERS
Add Open House Times, Custom Promotional Text or Color Themes

Open House Flyer
Select an Option

Color Theme (View Theme Options)
ListReports Blue

Make this my default color theme

PRO TIP:
To use the same color theme on all reports, check the box under the “Make this my default color theme”.



ListReports has over **41** color palettes to choose from.

Sample of Color Palette

13911 DURANGO DR, DEL MAR, CA 92014
4 BD | 4 BA | 3,360 SQ. FT | 7,700 SQ. FT LOT

OFFERED AT
\$1,895,000



To get pricing and information, text LIST174442 to 800.701.6509

ABOUT THIS PROPERTY

FABULOUS 4 bedroom + office, 4 bath, large kitchen and great room. Kitchen includes slab granite, stainless steel appliances, loads of cabinet space and direct access to backyard. One bedroom suite down and office. Master suite is very large with extremely large walk in closet. Great views to the west, ocean views and canyon views. Property is close to both elementary schools and #5 without any noise. Very close to the village of D.M. & beaches.









SAM SMITH
Demo Account
BRE# 2456778

t: (310) 429-0876
e: sondrajovel341@gmail.com



SONDRA JOVEL
ListReports
BRE# 123456789

t: (310) 555-5555
e: sondrajovel@gmail.com
w: www.listreports.com

DISCLOSURE: The information in this report is based on publicly available data and is intended to provide general information only. It is not intended to be used as a basis for investment decisions. © 2018 ListReports.com

ListReport for

13911 Durango Dr,
Del Mar, CA 92014
4BD | 4BA | 3,360 SQ. FT



SAM SMITH
Demo Account
BRE# 2456778

t: (310) 429-0876
e: sondrajovel341@gmail.com



SONDRA JOVEL
ListReports
BRE# 123456789

t: (310) 555-5555
e: sondrajovel@gmail.com
w: www.listreports.com



How to Edit Your Marketing Materials

Edit Marketing Materials

19 Gardenia
Irvine, CA 92620
Requested: 05/18/17 by Michael Scott
Offer Status: Not Sent

EDIT REPORT

PROPERTY MARKETING MATERIALS

DOWNLOAD ALL

ACTIVE LISTING
Everything you need to market this property.

	View	Download	Share	FB	Twitter
Property Website					
Open House Flyer					
Open House Sign-In Sheet					
Promotional Flyer					
Promotional Flyer w/o Price					
Property Report					
Infographics					
Just Listed Flyer					
Just Sold Flyer					
Photo Gallery					
Go Green Flyers					

All Completed reports feature an “**Edit Report**” button that allows you to update and/or customize your marketing materials.

19 Gardenia
Irvine, CA 92620
May 18, 2017

VIEW

Edit this Listing
Archive this Listing

VIEW

Edit this Listing
Archive this Listing

The “**Edit Report**” button can be found within your report or from your main dashboard area by clicking the side button by “**View.**”

Edit Marketing Materials

You can easily edit information such as the price, property stats, school ratings and description in just a few quick steps. Shortly after you're done editing, all of your materials for this address will be updated with the new information you just put in.

We offer two forms of edits:

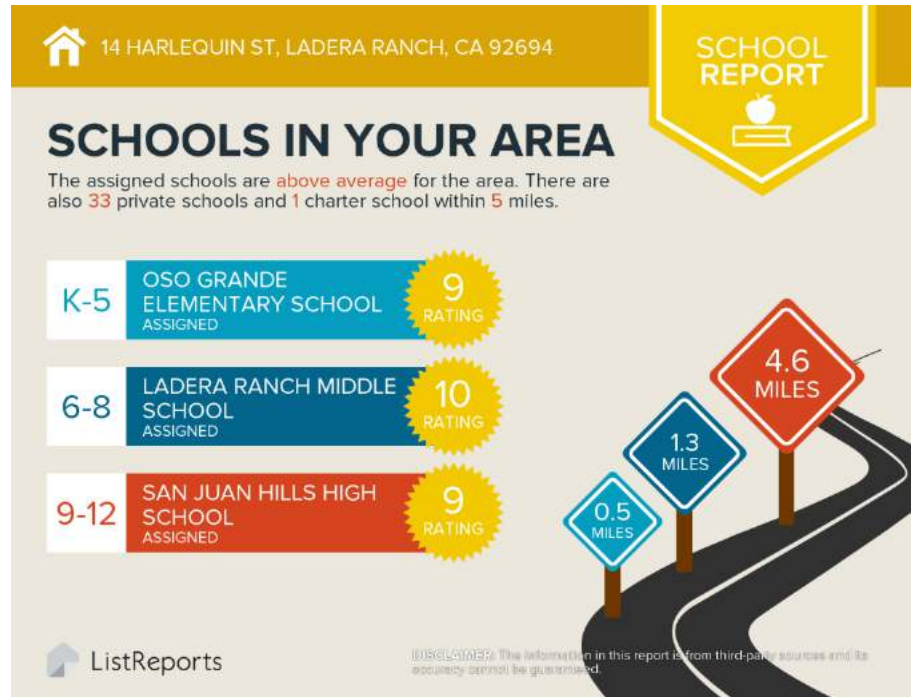
- **Instant Edits:** Instant edits allow you, the user to make the needed changes and in 5 minutes we will reprocess the requested change.
- **Other Edits:** These edits/customization changes will require the help of a ListReports support staff member.



How to Customize Your Marketing Materials

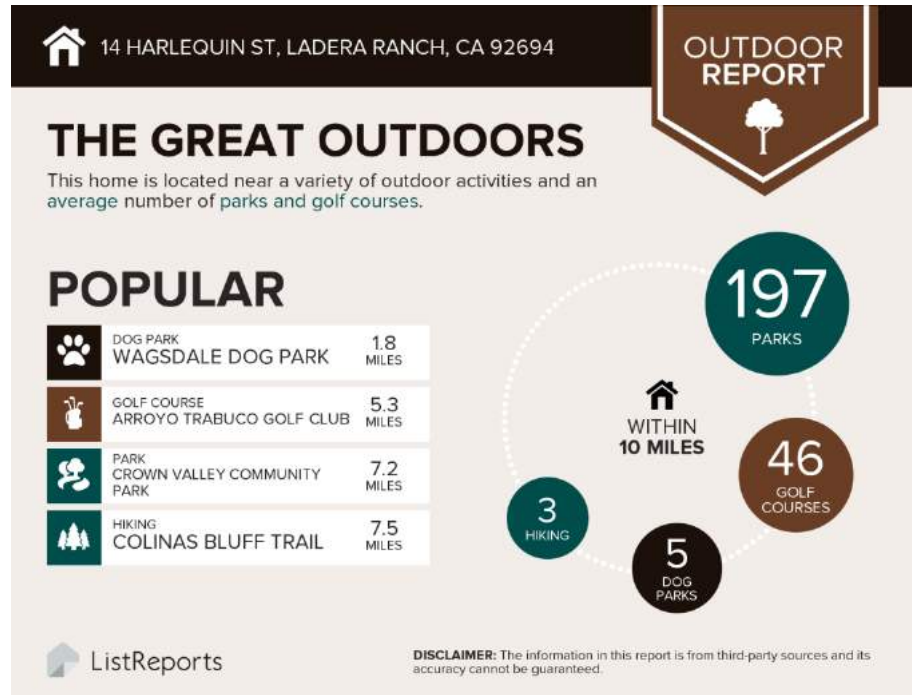
Your Biggest Challenges ... and a Solution

1. Remove School Rating through the “Edit Report” function.
2. Request to change assigned schools to nearby schools or specific schools nearby by submitting a request through the “Edit Report” function and by clicking on “submit a question to ListReports.”
3. If schools are irrelevant for your property, we can remove all school infographics from the marketing materials through the “Edit Report” function.



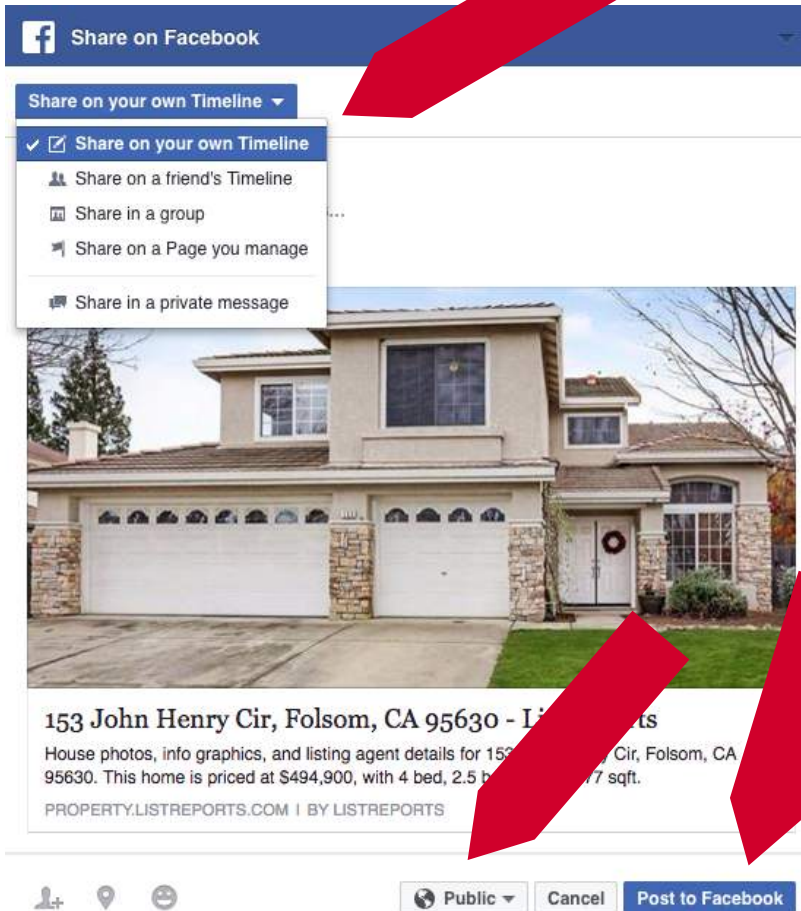
Your Biggest Challenges ... and a Solution

Request to change outdoor data to a specific golf course, hiking trail, park, beach etc. by submitting a request through the “Edit Report” function and clicking on “submit a question to ListReports.”



How to Share Marketing Materials

Share ListReports on Facebook



Share on your own Timeline Dropdown

The drop down menu allows you to share your marketing materials directly to your buyers. Share on multiple pages including RE groups, caravans, broker groups, community pages, business pages, or send as a private message to your buyer.

Visibility Settings

Make sure that your share setting for listings are set to **“Public”** so a larger audience can see your listings.

Post to Facebook

When you're ready, click **“Post to Facebook”** to instantly share.

Share ListReports on Facebook

PRO TIP:

Add your "Text To Lead Code" information right into your share post. This will allow you to collect additional leads.



Sondra Jovel

New Home in Irvine! Call me for a personal walkthrough 310.987.0987. Text LIST2984 to 800.701.6509 to explore this property.



19 Gardenia, Irvine, CA 92620 - ListReports

House photos, info graphics, and listing agent details for 19 Gardenia, Irvine, CA 92620. This home is priced at \$2,298,888, with 5 bed, 4.5 bath, and 12,000 sqft.

PROPERTY.STAGE.LISTREPORTS.COM






















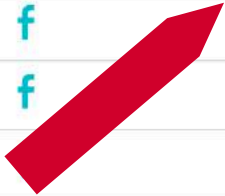
YOUR TEXT-TO-LEAD CODE



Print a sign rider telling buyers to text **LIST2984** to **800.701.6509** to explore this property.

Share ListReports on Twitter

Click on the “Twitter Bird” of the item you wish to share. This will open up a pre-populated message and link to the desired item for you to quickly share to your Twitter followers.


	View	Download	Share	FB	Twitter
Property Website					
Open House Flyer					
Open House Sign-In Sheet					
Promotional Flyer					




Share a link with your followers

Learn more about this beautiful property! <https://property.listreports.com/HyAlHl3Se/153-john-henry-cir-folsom-ca-95630>

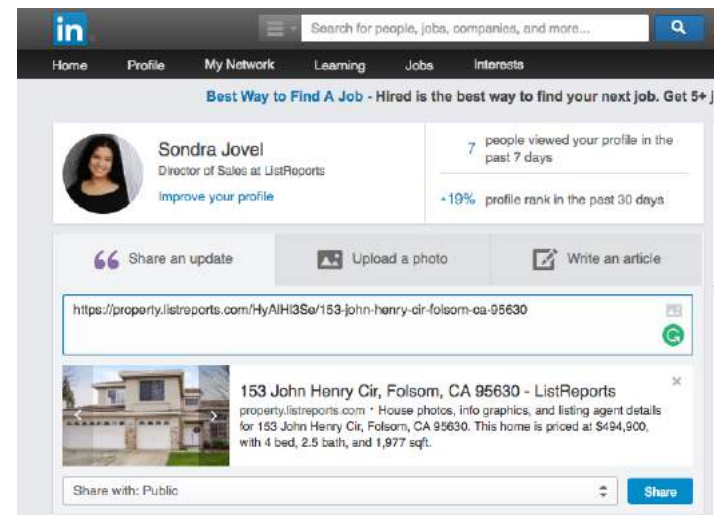


75 

Share ListReports on LinkedIn

	View	Download	Share	FB	Twitter
Property Website					
Open House Flyer					
Open House Sign-In Sheet					
Promotional Flyer					
Promotional Flyer w/o Price					

1. Click the Share button on the desired item.
2. Select “Copy Link”. This will open up a window with the shareable link. Copy and paste it to LinkedIn and the images will post.



How to Farm Using ListReports

Farming with ListReports

Realtor Door Knocker




1. Prior to knocking on door, request the address of the home you are visiting.

PRO TIP:

Use an iPad or tablet for best showcase results.

1. In the first 90 seconds of requesting a ListReports, you will get Infographics back for the property.

Note: Since the home is occupied, you will only get back the infographics and pre-listing presentation.

	178 W Cork Tree Dr Orange, CA 92865	The report status indicates that all automated data has been returned. Reports will showcase this status when request has been submitted after 90 seconds.		
	19 Gardenia Irvine, CA 92620	May 18, 2017		The report status indicates this report is complete. Reports are returned within 1 hr. during normal business hours.

Farming with ListReports

Sample Script

“Hi, Sir/ Madam! I am your neighborhood Realtor. I sell many properties in your area. I wanted to introduce myself to you today. I also wanted to share with you all of the wonderful aspects about your own neighborhood.”





















(Show the home occupant all of their neighborhood aspects by presenting the Infographics for their specific residence).

“Would you like me to email you the infographics? You can review them at your own leisure. My contact info is included in case you have any questions I can help answer for you.”



Farming with ListReports

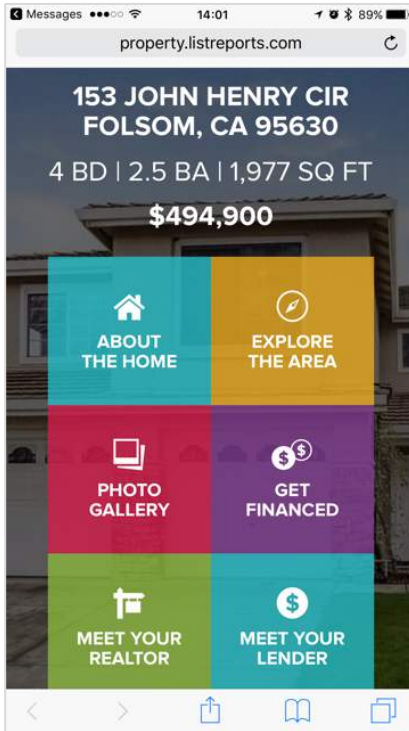
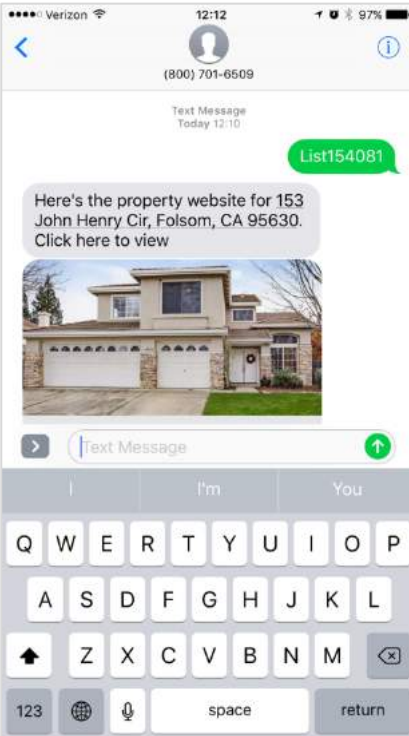
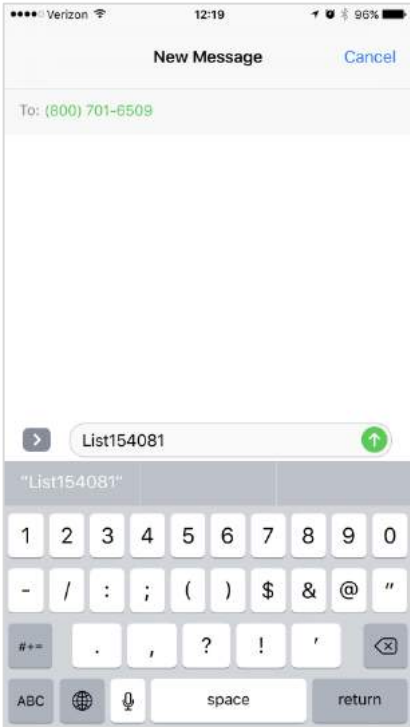
1. Click on the “Share” button by the infographics.
2. You will be presented with 3 share options.
3. Click on “Email”. This will open up your own email system and you will be able to send your client the infographics while keeping a record in your own email. You keep all email copies on your system.

Infographics					
Just Listed Flyer			<div data-bbox="1097 843 1412 1096"><p>Send to Self</p><hr/><p>Email</p><hr/><p>Copy Link</p></div>		
Just Sold Flyer					
Photo Gallery					
Go Green Flyers					

How to Generate Leads from your Marketing Materials

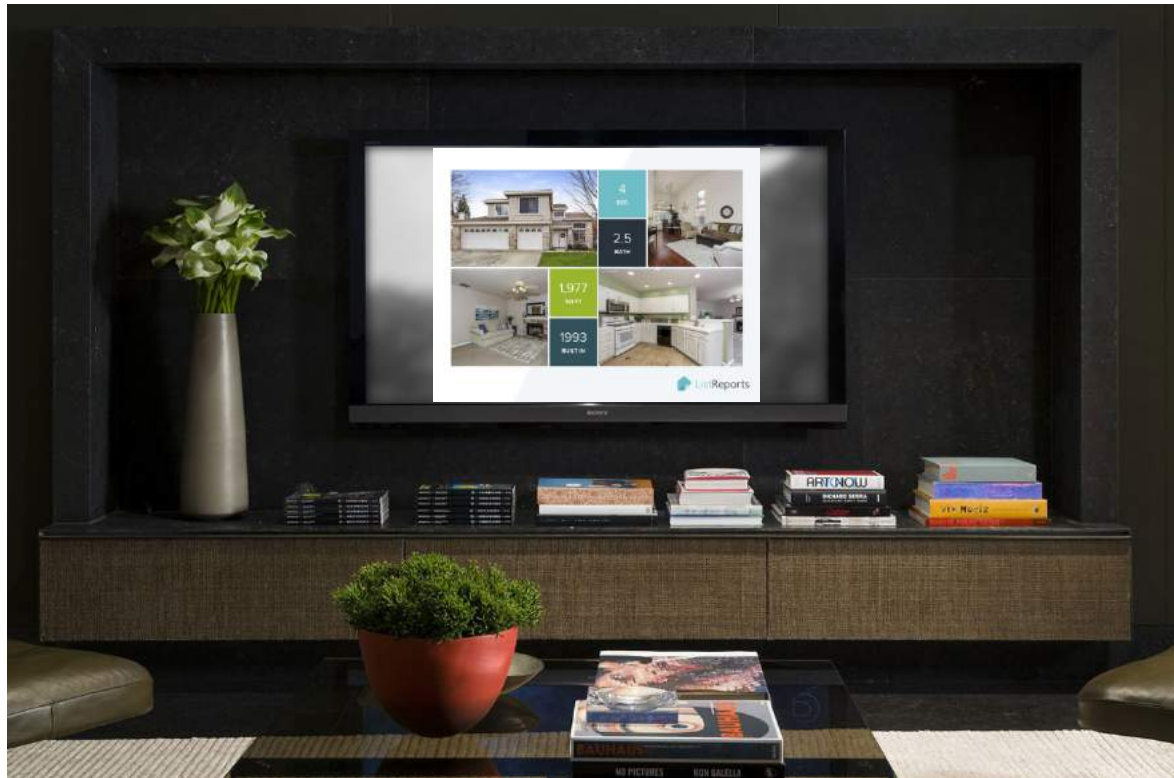
Lead Generation

The majority of your marketing materials contains Lead Generation built right in. Consumers can engage with your marketing materials by texting the Text-to-Lead Short Code. Consumers receive a link to the property website and you get an instant lead notification. Use with sign rider and flyers! Consumer leads are captured in the “Relationship” lead area of your dashboard.




































During the Open House

During your Open House, display the property report as a slideshow. Consumers will be able to see the home and neighborhood beautifully displayed. You can always ask consumers if they want a copy. Send it directly on the [ListReports Dashboard](#).



Share the Property Report with Open House Attendees


1. Click on the “Share” button by the Property Reports.
2. You will be presented with 3 share options, select “Email.”
3. This will open up your email program and you will be able to send your client the property reports while keeping a record in your own email.

Promotional Flyer					
Promotional Flyer w/o Price					
Property Report					
Infographics					
Just Listed Flyer					
Just Sold Flyer					
Photo Gallery					

Send to Self

Email

Copy Link

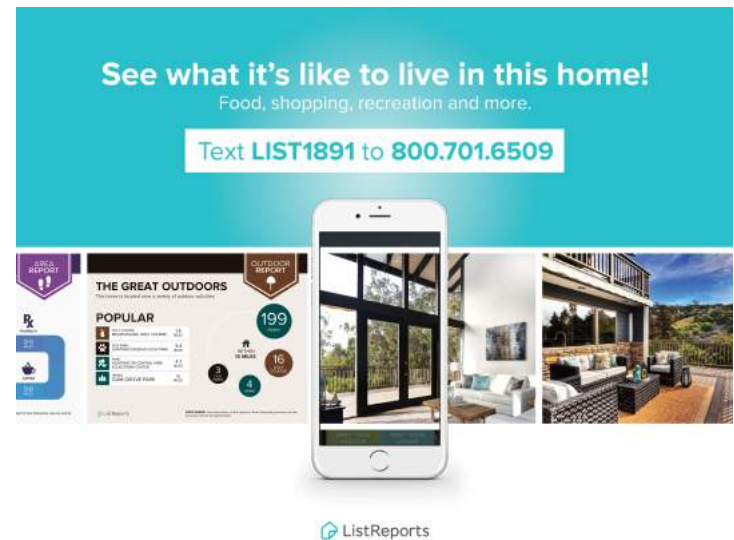


Go Green Flyers: See What It's Like To Live Here!

Option 1: Prior to consumers coming in, let them know that the home is a private residence and have them text the number to sign in. They will get the property website and can use it as a guide to the house.

Option 2: Use these flyers in various places around an Open House (living room, kitchen, bedroom, etc.). This is a creative way to ensure visitors know they can get additional information about the property. It's also another way to generate interest from people you may not have a chance to speak with (for example, if they came during a busy time).

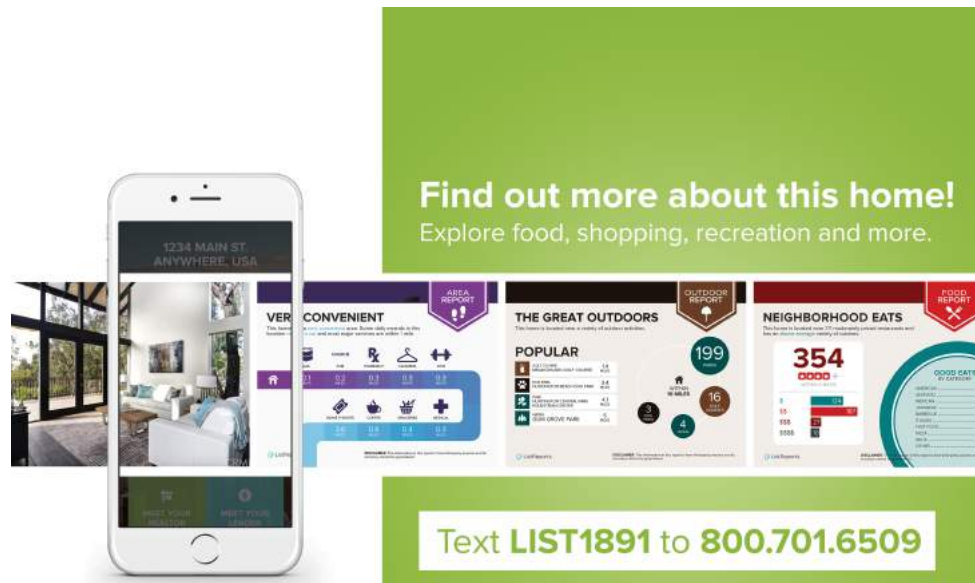
Additionally, it serves as a visible call-to-action for people who don't want to sign-in at your Open House and yet another opportunity to capture their interest.



PRO TIP:
Use frames to hold the signs.

Go Green Flyers: Find Out More

Print the Go Green flyer, laminate it (optional) and place it in front of your Open House brochure stand. When your flyers run out, you have given consumers another way to explore the property while you still capture their lead.



Find out more about this home!
Explore food, shopping, recreation and more.

Text **LIST1891** to **800.701.6509**

ListReports

Go Green Flyers: Explore the Neighborhood

Many Agents use directional signs in high traffic areas to attract consumers to their Open Houses. These signs typically don't provide any information about the home, which limits a Realtor's potential audience.

Buyers can decide to call the agent (few do) or walk/drive to the open house (they have to decide if they are motivated to attend). Most will take out their smartphones and Google the address and be directed to sites like Zillow or Redfin where they will see other homes, other agents and other competing lenders.

We have a solution.

Laminate our Go Green flyers and attach them to your Open House signs. Collect leads from passerby traffic, neighbors walking their dogs, and/or people deciding if they should attend the Open House. You can now follow up with leads that might be interested in your services.



Explore the neighborhood!
Food, shopping, recreation and more.

1234 MAIN ST.
ANYWHERE, USA

VERY CONVENIENT
The home is located in a very convenient area with easy access to schools, shopping, and recreation.

THE GREAT OUTDOORS
The home is located in a great outdoor area with a large yard, pool, and patio.

NEIGHBORHOOD EATS
The home is located in a great neighborhood with many restaurants and cafes.

POPULAR
The home is located in a popular area with many amenities and a great location.

354
Neighborhood Eats

199
Outdoor Report

16
Popular

4
Very Convenient

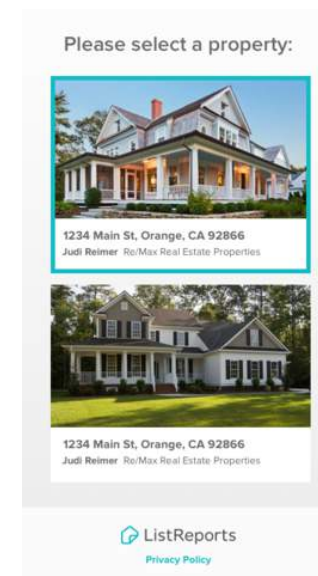
Text **LIST1891** to **800.701.6509**

ListReports

Reusable sign riders (Optional)

You can now use one sign rider and one short code for all your listings. ListReports is the first company to use geolocation to pinpoint a buyer's location to text them information about a listing. With our new reusable sign riders, you can create custom short codes.

Agents: If you have a preferred lender affiliated with your account who is paying for an Elite subscription, you unlock the FREE custom short code option in your profile and can order a reusable sign rider from the ListReports Shop.



ACTIVITY FEED

Tracking Consumer Activity on Nest.me & ListReports



RELATIONSHIPS

The **Relationships** section of the ListReports Pro Dashboard is the central hub where Realtors will track and manage ALL Activities and Leads generated as a result of nest.me and their ListReports marketing materials.

- Track Buyer Activity
- Capture Incoming Leads
- Manage Prospective and Existing Buyer Relationships

Realtor Activity Feed

Your Activity Feed is a living, breathing feed of the activity from your buyers who are using nest.me ListReports under your affiliate code, ListReport Short Codes and your newest available listings. As your buyers perform certain actions, your feed will be updated.

The screenshot displays the Realtor Activity Feed interface. On the left is a dark sidebar with the ListReports logo and navigation links: DASHBOARD, ACTIVITY FEED (highlighted), RELATIONSHIPS, NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area is titled 'Activity Feed' and includes a filter dropdown set to 'All', with options for 'Me' and 'My Leads'. A date separator indicates 'Jun 9, 2017'. The feed contains three items: 1) An anonymous consumer accessed nest.me using the affiliate link on June 8, 2017, at 11:13 AM. 2) A congratulatory message for a new listing at 200 Morgan Dr., #222, Athens, GA, 30606, dated June 8, 2017, at 8:31 AM, with a 'CREATE LISTREPORT' button. 3) A similar congratulatory message for a new listing at 173 Brockett Dr., #221, Athens, GA, 30606, dated June 8, 2017, at 8:31 AM, also with a 'CREATE LISTREPORT' button.

Activity Feed Events

There are several events you can expect to appear in your Activity Feed. These events are triggered from both your nest.me page and your ListReports Pro Dashboard.

Activities you will see are:

nest.me Activities

- "An Anonymous consumer has accessed nest.me using your affiliate code"
- "Joe Buyer has registered for a nest.me account under your affiliate code - Get in touch via PHONE or EMAIL"
- "Joe Buyer has created a new filter called 'My Los Angeles Homes'"
- "Joe Buyer has favorited '123 Main St'. View the home here ____"
- "Joe Buyer has removed '123 Main St' from their favorites."
- "Joe Buyer last used the nest.me site on DATE at TIME"
- "Joe Buyer is attending an Open House at '123 Main St' on DATE at TIME. View the home here ____"

Activity Feed Events

ListReports Dashboard Activities – REPORTS

- "Jane Realtor from 'Acme Realty' created a new ListReport for '123 Main St' View the marketing material here_____”

ListReports Dashboard Activities - LEADS

- "A potential buyer texted a Short Code for '123 Main St'. Give them a call at PHONE and view the report here _____"
- "A consumer submitted a lead form via Property Website for '123 Main St'. Get in touch via PHONE or EMAIL and view the site here _____"
- "You created a new lead for 'Joe Buyer'"
- "You created a Just Listed Alert for 'Joe Buyer' for 'Los Angeles, CA'"
- "You created a Recently Sold Alert for 'Joe Buyer' for 'Los Angeles, CA'"
- "You changed the status of 'Joe Buyer's' lead from 'Nature' to 'Hot'"

Nest.me TIP: The Activity Feed on your Dashboard will read "Anonymous Consumer" only until a specific buyer who has accessed the site under your affiliate code officially registers for an account and provides their name, phone and email.

MY LEADS

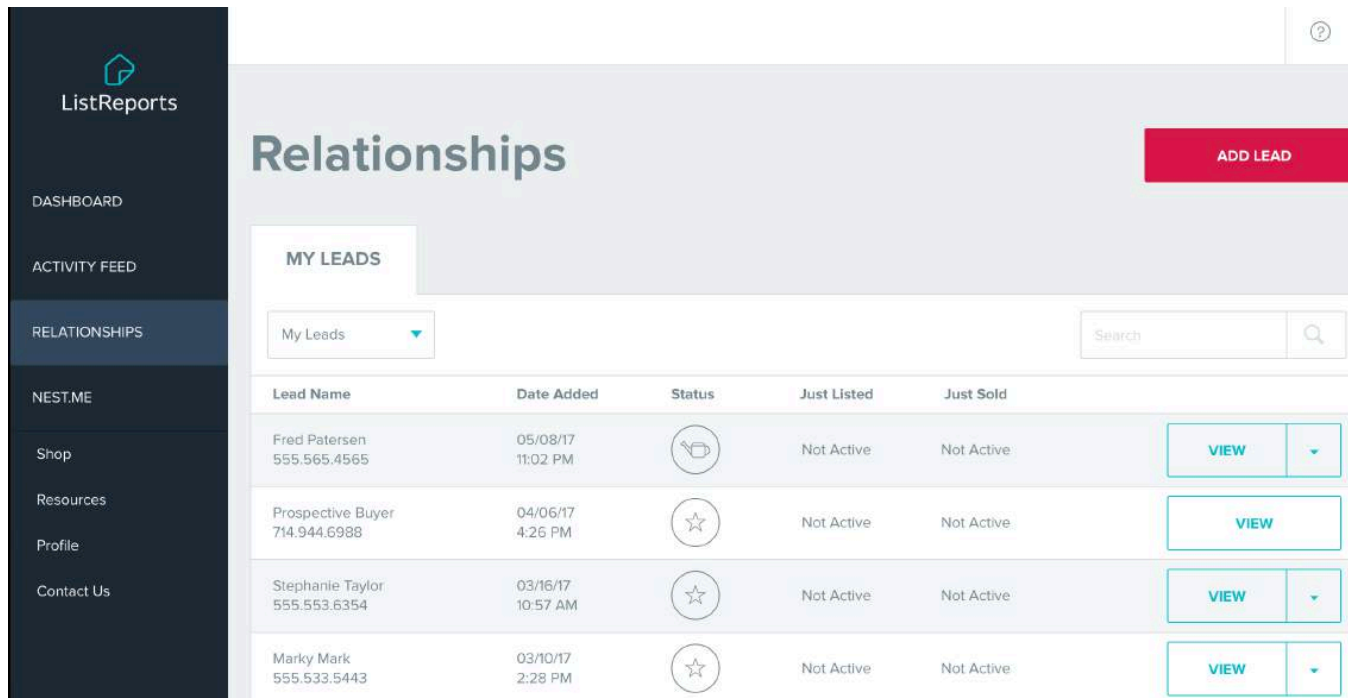
Managing Leads Generated
Through nest.me & ListReports
Marketing Materials

My Relationships Tabs

Your Leads tab will post a new Lead anytime a consumer performs one of the following actions:

- Signs up for nest.me under your affiliate code.
- Texts a short code for any ListReport you are co-marketed on.
- Submits a lead form on a ListReports Single Property Website you are co-marketed on.

Note: You can also lead a Lead manually by clicking the “Add Lead” button.

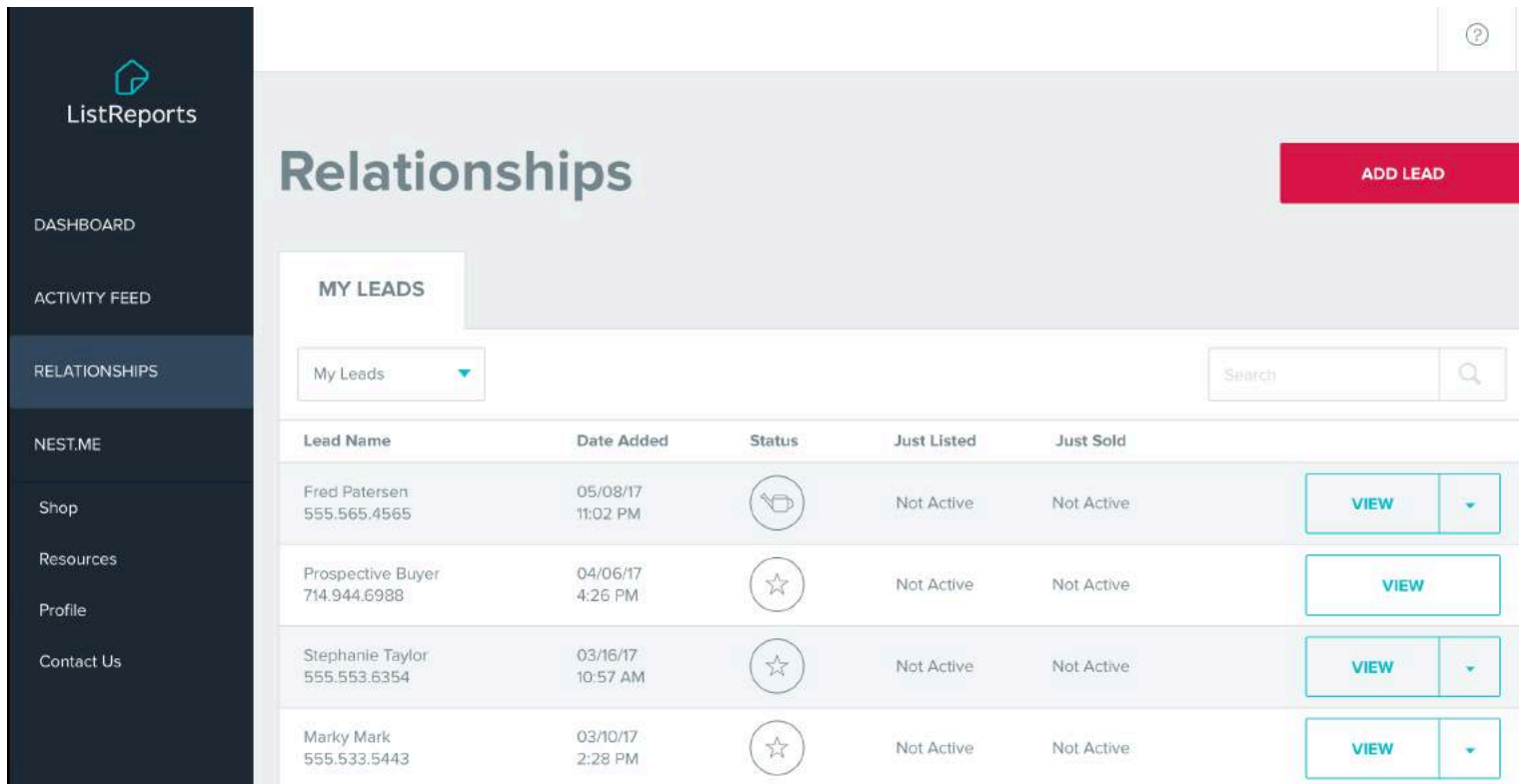


The screenshot displays the 'Relationships' section of the ListReports interface. On the left is a dark sidebar with navigation options: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS (highlighted), NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area has a header with the 'ListReports' logo and a red 'ADD LEAD' button. Below the header is a 'MY LEADS' tab and a search bar. A table lists leads with columns for Lead Name, Date Added, Status, Just Listed, and Just Sold. Each row includes a 'VIEW' button and a dropdown arrow.

Lead Name	Date Added	Status	Just Listed	Just Sold	
Fred Patersen 555.565.4565	05/08/17 11:02 PM		Not Active	Not Active	VIEW
Prospective Buyer 714.944.6988	04/06/17 4:26 PM		Not Active	Not Active	VIEW
Stephanie Taylor 555.553.6354	03/16/17 10:57 AM		Not Active	Not Active	VIEW
Marky Mark 555.533.5443	03/10/17 2:28 PM		Not Active	Not Active	VIEW

Lead Generation

Consumer leads are captured in the “Relationship” lead area as well as texted to the agent. In the “My Leads” area you will be able to see the lead type, lead source, date/ time, as well for which property the lead came from and if text drip campaigns have been activated.



The screenshot displays the ListReports interface. On the left is a dark sidebar with navigation options: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS (highlighted), NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area is titled "Relationships" and features a red "ADD LEAD" button. Below the title is a "MY LEADS" section with a dropdown menu set to "My Leads" and a search bar. A table lists four leads with columns for Lead Name, Date Added, Status, Just Listed, and Just Sold. Each lead row includes a "VIEW" button and a dropdown arrow.

Lead Name	Date Added	Status	Just Listed	Just Sold	
Fred Patersen 555.565.4565	05/08/17 11:02 PM		Not Active	Not Active	VIEW
Prospective Buyer 714.944.6988	04/06/17 4:26 PM		Not Active	Not Active	VIEW
Stephanie Taylor 555.553.6354	03/16/17 10:57 AM		Not Active	Not Active	VIEW
Marky Mark 555.533.5443	03/10/17 2:28 PM		Not Active	Not Active	VIEW

Lead Generation

When you click the view button, you will be able to edit the lead to add additional info, add consumer notes, as well as activate your text drip campaigns.

The screenshot shows the ListReports interface for a lead named Stephanie Taylor. On the left is a dark sidebar with navigation options: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS (highlighted), NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area has a header with the ListReports logo and a 'Back to My Leads' link. Below the header, the lead's name 'Stephanie Taylor' is displayed with a star icon, followed by the phone number '555.714.8976'. The 'Lead Info' section contains fields for Phone # (555.714.8976), Email (StephanieTaylor@Listreports.com), Stage (New), and Added (Manual - 3/16/17), with an 'EDIT LEAD' button. The 'ListAlerts' section has two rows: 'Just Sold' and 'Just Listed', each with a 'CREATE' button and a 'View Example' link. The 'Notes' section at the bottom has an '+ Add Note' button.

Manually Adding a Lead

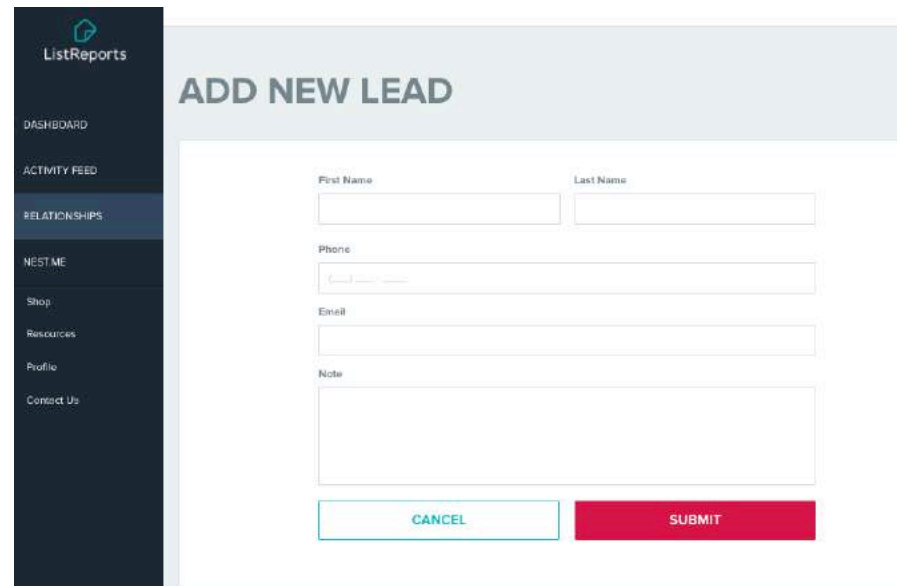
Meet a new contact out in the field?
Create a lead to track on your Dashboard!

Mandatory Fields:

- First Name
- Last Name
- Phone
- Email

The Lead will **not** be notified when you initially add them. This is for your records only.

Note: Once a Lead is created, you'll have the options to invite them to nest.me and generate Text/Email Alerts on their behalf.



The screenshot shows the 'ADD NEW LEAD' form in the ListReports application. On the left is a dark sidebar with the ListReports logo and navigation links: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS (highlighted), NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area has a light blue header with the title 'ADD NEW LEAD'. Below the header is a form with the following fields: 'First Name' and 'Last Name' (two separate input boxes), 'Phone' (a single input box with a small icon on the left), 'Email' (a single input box), and 'Note' (a larger text area). At the bottom of the form are two buttons: a light blue 'CANCEL' button and a red 'SUBMIT' button.

Generating a Just Listed or Recently Sold Text/Email Alert

With just a few clicks, you can generate a Just Listed or Recently Sold text/email alert on behalf of your leads!!

Note: In order to receive Listing Alerts, your Lead needs to have a nest.me account.

If your Lead is not yet a nest.me user, creating an Alert will automatically deliver them an email invitation to accept a FREE nest.me account under YOUR affiliate code!

Once they Opt-In, the Alert will be activated immediately. If the consumer already has a nest.me account under your affiliate code, the alert will be accepted and activated automatically.

The screenshot displays the ListReports interface for a lead named Stephanie Taylor (555.714.8976). The interface is divided into a sidebar and a main content area. The sidebar on the left contains navigation links: DASHBOARD, ACTIVITY FEED, RELATIONSHIPS, NEST.ME, Shop, Resources, Profile, and Contact Us. The main content area is titled 'Back to My Leads' and features a 'Stephanie Taylor' profile with a star icon and phone number '555.714.8976'. Below the profile is a 'Lead Info' section with an 'EDIT LEAD' button, containing fields for Phone # (555.714.8976), Email (Stepha...), Stage (New), and Added (Manual - 3/16/17). To the right is a 'ListAlerts' section with two options: 'Just Sold' and 'Just Listed'. Each option includes a 'CREATE' button and a 'View Example' link. Two red arrows point from the 'Lead Info' section to the 'Just Sold' and 'Just Listed' options, indicating the flow of the process.

Generating a Just Listed or Recently Sold Text/Email Alert

Just Sold ListAlert [View Example](#)

ADDRESS
Your lead will receive alerts for properties recently sold around this address.

Enter an Address, e.g. "623 Main St, Chicago, CA"

DISTANCE RADIUS
Your lead will receive Recently Sold alerts within the radius you select.

3 mi

If your lead is not a real-time user, they will receive an email where they can opt-in to receive Recently Sold Alerts from you. Doing so will generate a real-time account where they can modify their filters & notification settings.

CANCEL **SUBMIT**

Recently Sold Alerts

- Simply enter the consumer's home address and a radius around that address.
- The consumer will begin receiving text and email alerts for Recently Sold listings in their area.

Just Listed ListAlert [View Example](#)

ADDRESS
Your lead will receive alerts for Just Listed properties around the area you provide.

Provide City or Zip

SELECT FILTERS
The following information will help us find the best homes for your lead.

Around what price are they looking for?

What is most important to them?

How important are good schools to them?

Home Type?

How many bedrooms?

How many bathrooms?

Age of Home?

How many stories?

How many square feet?

Lot (sqft) size?

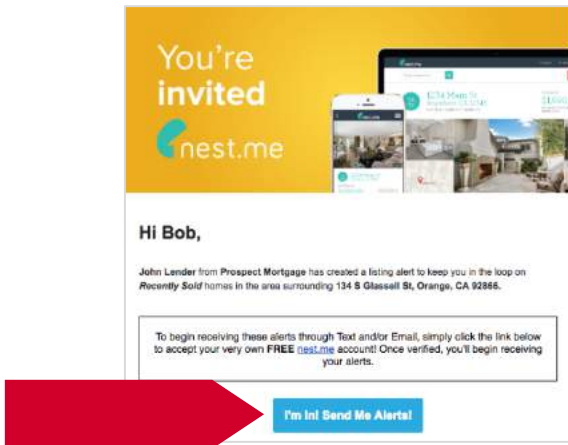
CANCEL **SUBMIT**

Just Listed Alerts

- Simply enter the City/Zip the Buyer is interested in and some specific preference options.
- The Buyer will begin receiving text and email alerts for Just Listed homes in that area.

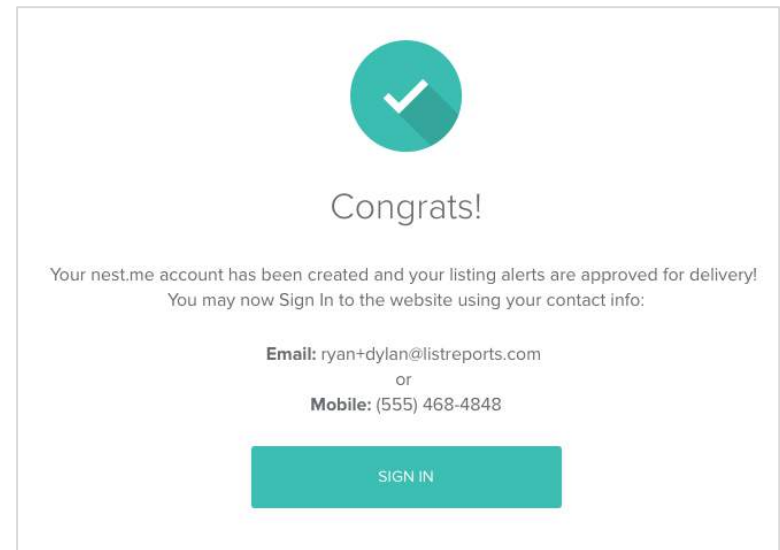
Generating a Just Listed or Recently Sold Text/Email Alert

Buyers get a free nest.me account AND Listing Alerts with minimal effort!



The Buyer does **NOT** have to register for nest.me because their account is automatically generated for them simply by clicking the blue opt-in button in your invite email!

All they have to do is Login to use the site and their Alerts will start being delivered when listings are available.



The Buyer will receive an informative, branded email template inviting them to opt-in to the Alert you've created for them, as well as accept the **FREE** nest.me account that's been created for them.

Examples of Just Listed and Recently Sold Alerts

Just Listed Alert

You can create these Alerts on behalf of your Leads from the Relationships section.

These alerts are also auto-generated anytime a nest.me user selects home preferences and creates a Search Filter.

Just Listed
June 1, 2017

OFFERED AT
\$575,000

92
MATCH SCORE

123 Glassell Street
Orange, CA 92866
4 BD | 2 BA | 1,652 SQ FT

Why this home?

PRO TIP: Set your buyers up to win and be advertised on every “Just listing alert”. Use “Just sold alerts” to attract more sellers while being advertised. Text messages have a 98% open rate vs. emails that only receive a dismal 32% open rate.

Recently Sold Alert

You can create these Alerts on behalf of your Leads from the Relationships section.

Users of nest.me cannot create these Alerts on their own. You will offer them added value by creating this Alert type on their behalf.

Recently sold near you
June 1, 2017

123 Glassell Street
Orange, CA 92866
4 BD | 2 BA | 1,652 SQ FT

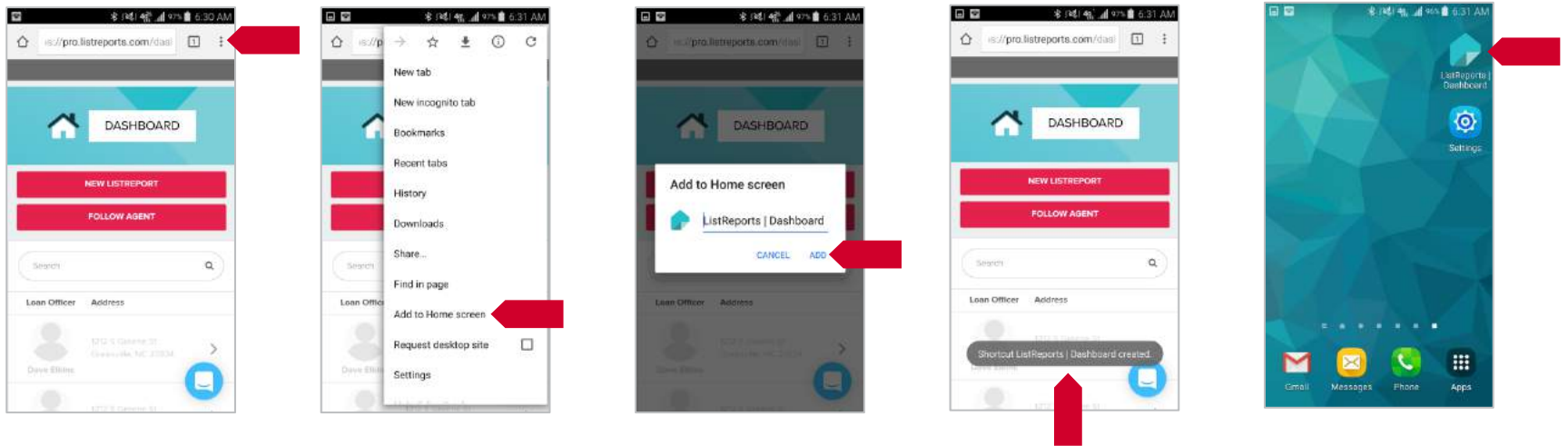
32
DOM

0.25
MILES AWAY

\$362
PER SQ FT

SOLD AT

How to Add ListReports on the Home Screen (Android)



1. From your dashboard, click the options menu.

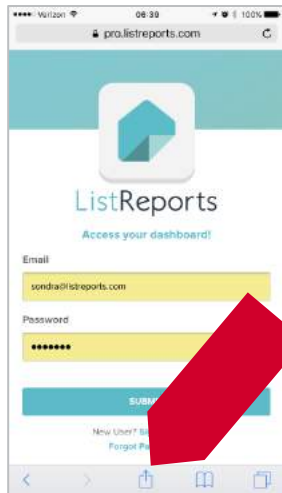
2. Select the “Add to Home Screen” option.

3. Give your icon a name and click the Add button.

4. You should get a note that the shortcut has been created.

5. On your homescreen, you will find your application icon.

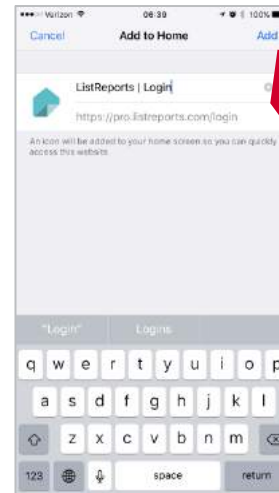
How to Add ListReports on the Home Screen (iPhone)



1. From your dashboard, click the options menu.



2. Select the “Add to Home Screen” option.



3. Give your icon a name and click the Add button.



4. On your homescreen, you will find your application icon.



ListReports



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