



AREA PROPERTY TOUR

Crestview North of 90 Area 25 Property Tour

Every 3RD THURSDAY AT 8:45AM

Held at Eagles Nest at Blackwater 4927 Antioch Rd Crestview, FL 32536

Contact Tour Coordinators

- **Coordinator:** Marisela Molnar | 850-305-0936 | mariselamolnarrealtor@gmail.com
- **Coordinator:** Jen Sweeney | 801-231-4829 | Jen@thepropertygroup850.com

Requirements for Homes on Tour

1. A house can only be on tour once in a 6-month period except:
 - a. When ownership changes
 - b. Both listing agency and listing agent change & the house has not been on tour for at least 6 months.
 - c. Significant changes (tenant moved out, renovations...)
2. Property will be allowed on tour only once per listing office.
3. Teams can put more than one home on tour, but must have equal number of team members in attendance (2 homes=2 agents, 3 homes=3 agents)
4. Limit of 7 homes per tour per week
5. Properties must be into MLS Scheduled Marketing Activities- Tour of homes by Monday at NOON to be on tour that week. If you are unsure, you can go back into flex to check if you made the top 7.
6. We tour homes South of HWY 90 on the 2nd Thursday of each month and homes North of HWY 90 the 3rd Thursday of each month. Please make sure you understand that when adding your home to tour.
7. The listing agent or a licensed agent representative **MUST** be present during the tour meeting and at the property and participate touring all homes.

Tour Agenda

- 8:45-9:00 Networking & a Continental Breakfast
- 9:00-9:15 Sponsor Presentation
- 9:15-9:20 Quick overview of homes on tour
- 9:20-9:30 Homes coming soon, Problem Homes
- 9:30-9:45 Announcements / Community Happenings depart for homes

How to Add a Property to Tour

1. Go to the **Edit Listing** tab
2. Find **Scheduled Marketing Activities** in the right-hand column
3. Click on **Tour of Homes > ADD**
4. Choose **IN-PERSON** or **LIVE STREAM**, click **Next**
5. Select the date, add comments, and click **Next**

How to Check if a Property is on Tour

1. Go to **Daily Functions**
2. Click **Tour/Open Houses > Tour of Homes**
3. Select the appropriate **date or date range**
4. Click **Next** to view results