



AREA PROPERTY TOUR

Miramar Beach Area 15 Property Tour Sub Areas 1, 2 & 4

Every The first Wednesday of every month at 8:30 am

Held at **Start Home**- Refer to tour lineup sent via email in the Google Group

Contact Tour Coordinators

- **Coordinator:** Heather Sprigler | 850-865-5206 | heather@destinbeachlife.com
- **Coordinator:** Diane Green | 850-699-7307 | diane@destinbeachlife.com

Requirements for Homes on Tour

1. Property must be added to the tour via MLS prior to tour lineup being released.
2. Listing Agent or team member must be present at Start Home to “present” the listing.
3. Listing Agent with homes on the tour are expected to tour all homes on tour.

Tour Agenda

- 8:30 - 9:00 Coffee Chats & Light Bites
- 9:00 – 9:15 Announcements, Agents with homes on tour introduce their listing and share any “need to know” Info i.e., gate codes, parking suggestions, directions. Agents participating in the tour introduce themselves.
- 9:15 –9:20 Start Home Listing Agent Presents Home
- 9:20 –9:30 Sponsor Presentation
- 9:30 Depart for tour.

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