



AREA PROPERTY TOUR

Santa Rosa Beach and Point Washington Areas 16 & 19 Property Tour

Every 4th Thursday of each month at 9:00am

Held at 1st Home on Tour Contact Coordinator for address.

Contact Tour Coordinators

- **Coordinator:** Bonnie Bianca | 850-582-0111 | bonnieindestin@outlook.com
- **Coordinator:** Jennifer Hatcher | 850-685-8243 | jh@luxuryhomesbyjen.com

Requirements for Homes on Tour

1. Only active listings not under contract in Area 16 or Area 19 are eligible.
2. Cut off for registration is Tuesday at 8:00 AM of tour week.
3. Only one listing per agent/team may be included each month.
4. A maximum of 10 homes will be featured, selected by order of MLS registration.
5. Homes that go under contract or are substituted last minute will be removed from the tour.
6. If your listing is on tour, you or your co-listing agent must attend the tour and be present at the first stop.
7. If not present for introductions, your home will be scratched from the tour.
8. Agents are expected to remain for the full tour and support fellow agents by viewing as many homes as possible.
9. Ensure gates are open or have someone available to quickly process vehicles.
10. Recommend or arrange parking for attendees.
11. Security cameras inside the home must be disabled during the tour. (If the seller refuses, please remove the listing from tour eligibility.)

12. Homes cancelled or scratched after publication are ineligible for 6 months (At the coordinator's discretion).
13. Listing must be tour-ready no under –construction homes or multiple homes in a subdivision.
14. Model homes may be allowed on a space-available basis with prior approval.
15. Homes may not repeat on tour for at least 6 months unless:
 - a. There is a listing agent change.
 - b. Significant renovations have occurred.

Communication and Google Groups

- Tour updates are sent via the ECAR area 16 and 19 Google Groups
- To receive updates, join the appropriate Google Group through ECAR.

Tour Agenda

- 8:45-9:00 Breakfast and Introductions
- 9:00-9:30 Overview of homes on tour
- 9:30 Tour starts

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