

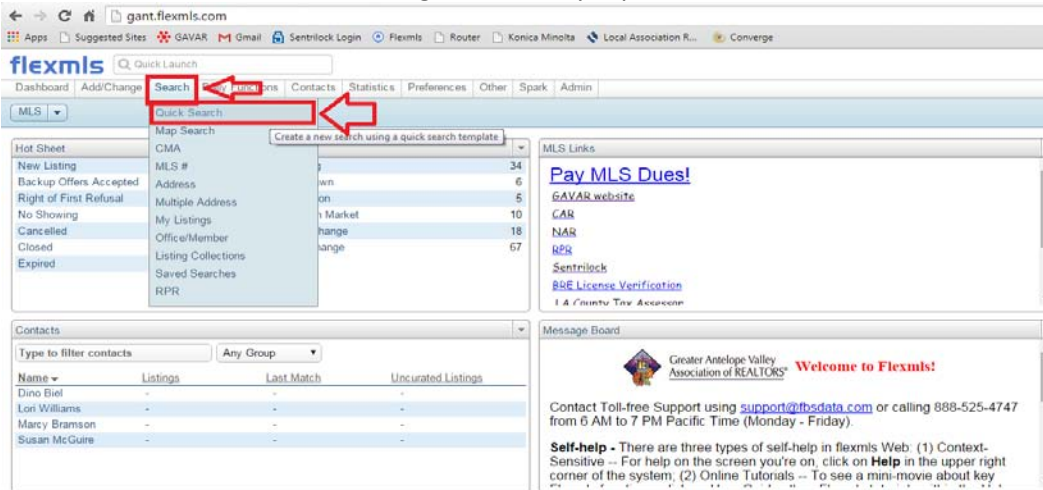
How to do a Quick CMA:

This Instructional guide is designed to show you how to quickly complete a Quick CMA

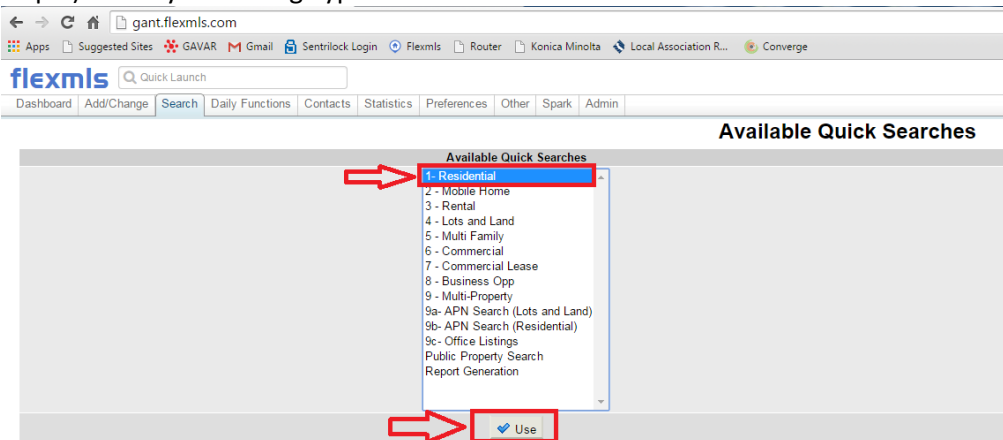
Note: Quick CMA's do not have a subject property; if you wish to run a CMA with a subject property you must run a full CMA.

Step 1) The FlexMLS Home Page:

- From the FlexMLS home Page on the very top, click on "Search" then select "Quick Search".

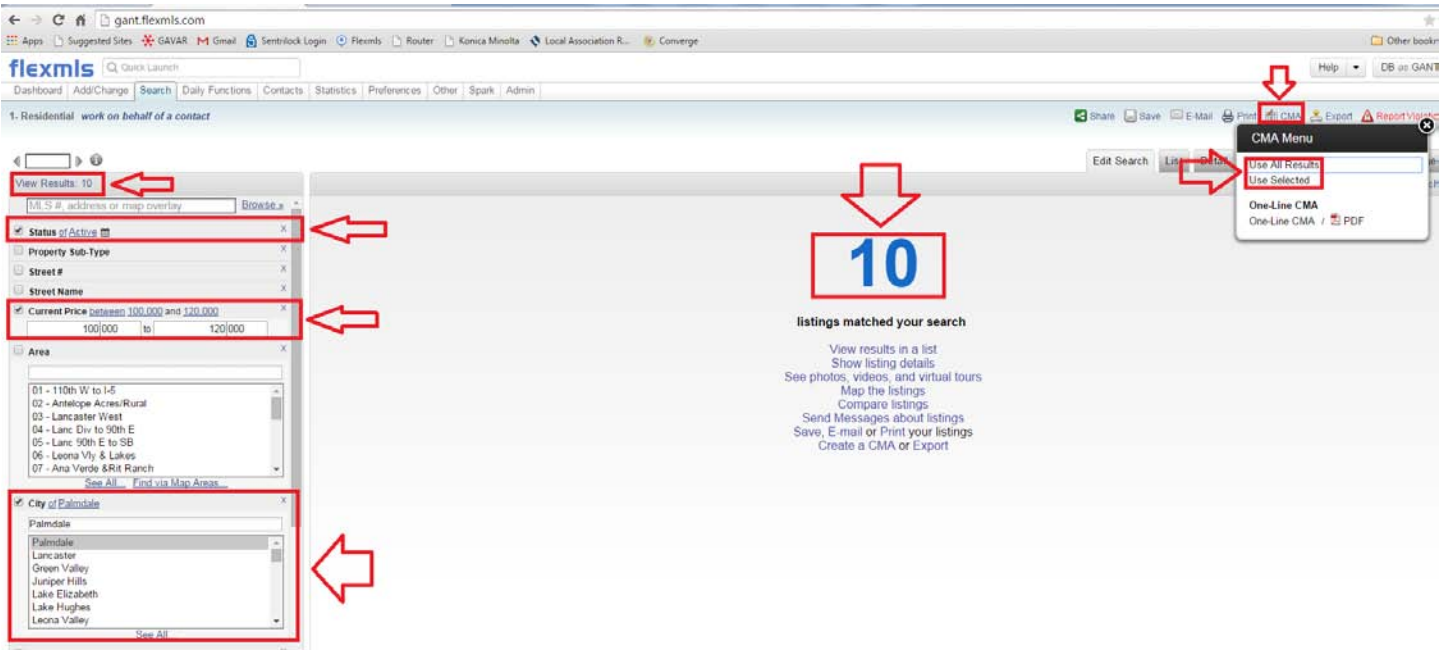


Step 2) Select your Listing Type:

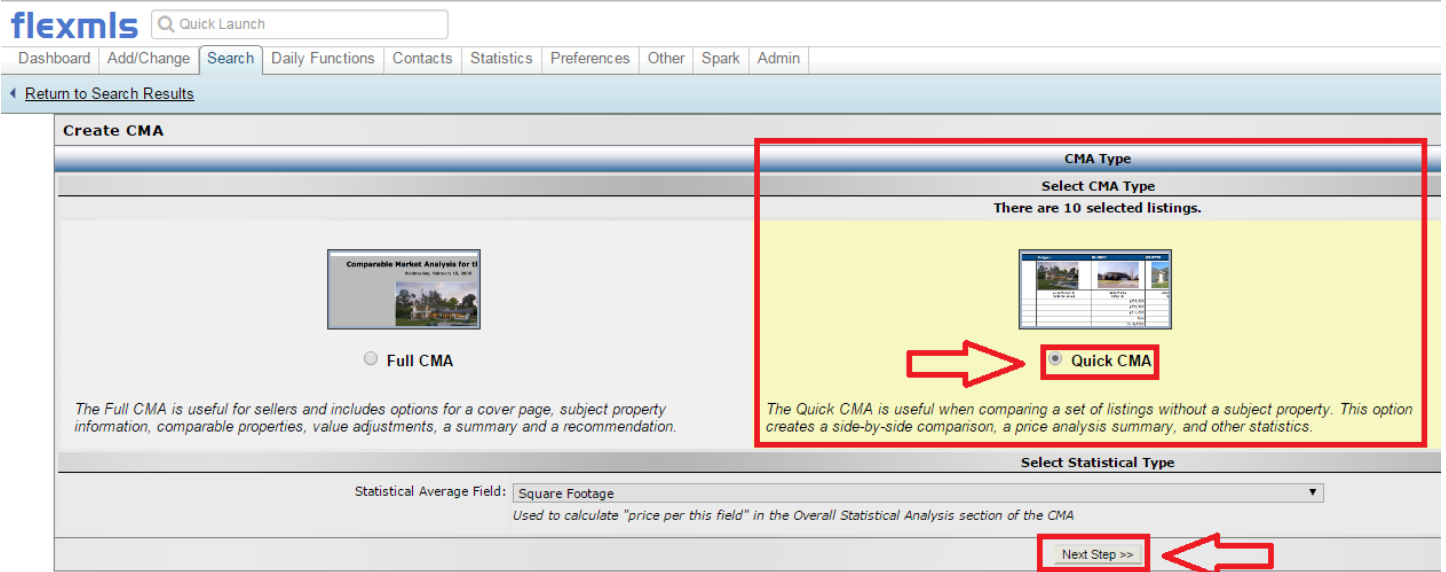


Step 3) Apply Filters to your Search:

- Make sure your search is below 100 results otherwise you can't do a quick CMA
- Note: The filters applied are just an example, you can use your own criteria
- Once you have everything the way you want it make sure to hit "View Results" (see picture)
- If you are satisfied with your results then in the top right corner of the page hit "CMA" (see picture).
- Once you hit CMA you have 2 choices: "Use all Results" "Use Selected Results" choose the one that is most applicable to your situation.



Step 4) Choose Quick CMA then hit Next Step



Step 5) Finishing and Choosing How to Complete your CMA:

- In the list below make any additions/changes to the CMA then choose how you want to view your CMA

