

Tri Cities Marketing Council

Marketing Guidelines

Listing Presentations

1. Realtor must arrive and sign in prior to 8:15 am in order to present a listing during the designated Listing Presentation portion at the beginning of the meeting.
2. Properties must be presented by the listing agent, or a licensed realtor member of his/her team..
3. At least 100 fliers must be provided for attendees.
4. Flyers must be placed on the Presentation Table at the back of the room
5. ***Flyers may not be distributed at individual tables.***
6. Fliers printed from the MLS must be in ***Client Format*** and not in Agent Format.
7. Realtor's name, company name, and contact information must be listed on flyer.
8. If listing is to be on tour, fliers must include tour date and time.
9. If Realtor wants his/her listing to be on the TCMC tour sheet, the listing must be input to the Bay East Association of Realtors MLS database "Tour Entry" no later than midnight of the Tuesday prior to the tour date.
10. There is no limit on the number of presentations that a listing agent (or designee) may make, however, the total presentation time per agent must be limited to two (2) minutes in length.
11. Other listings may be presented during "Other Real Estate Presentations". ***Sign in is mandatory in order to present.***
12. Listings presented must be in the Tri-City area.

