

- 1 How do you post your listings for South Florida Open House Week?
- 2 1. Click on the MLS ADD/EDIT icon on your MIAMI Dashboard
- 3 2. Enter your listing number into "Quick Modify" and select "Edit"
- 4 3. Select "Open Houses" from the list of choices
4. Enter all the Open House and "Public" info for that property and click on "Submit Listing" to post the Open House on Matrix
- 5 5. Your Open House Listing will automatically go to SouthFloridaOpenHouseSearch.com



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Add Open House

Open House Type Date Start Time AM PM

Active Yes

End Time AM PM

IMPORTANT: Failure to change Active field to NO before deleting/cancelling an Open House will allow transmission to third party sites as a scheduled/available Open House.

Description Delete

Characters Remaining: 255

Live Stream/Recorded Open House URL More