

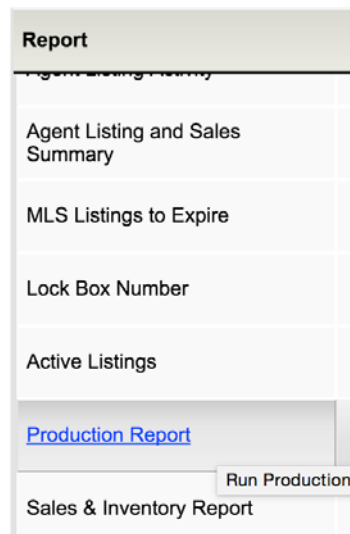
Residential Sales Realtor® of Distinction Market Production Report

You must base your qualification on *this specific report*. If production is not under **your name** on the **FlexMLS Residential Sales Production Report** you must list it under “additional transactions” on the application or **it will not count**. **ONLY** transactions listed on the FlexMLS Residential Sales Production Report **plus** additional transactions *listed* on the application will be counted. To generate the Production Report, follow the step-by-step instructions below.

1. From the Statistics tab, select Inventory and Production



2. Select Production Report from the available menu



3. Enter your criteria:

- Date range of January 1, 2016 – December 31, 2016
- Select your office name from the Office Selection list
- Select to “Show activity from prior offices” IF you have transferred offices anytime in 2016.
- Select all property types EXCEPT Rentals

Production Report

Date Range

Begin Date: 01/01/2010

End Date: 12/31/2010

Office Selection

Include all offices

Select from list below

\$AVER (8859)
 1 Source Services of SC, INC (9141)
 1st In Property Management, LLC (8846)
 294, LLC (9070)
 42nd Street Investments, LLC (9335)
 822 Main Property Management (9115)

Options

Show activity from prior offices

Report Filter

Property Type

Residential

MultiFamily

Vacant Land

Rental

Quick Search

Next >>

4. Select your name from the Member Selection list, and hit Next to see your results. Refer to the Member Production Report results for your personal YTD data. Items that display a "C" indicate a co-list or co-sale and should be counted as half of a side only.

In the example below, this agent has \$1,094,250 in volume and 4.5 sides/units.

Member Production Report						
Date between 9/14/2004 and 10/14/2004						
for SAMPLE MLS						
Member: SAMPLE AGENT, BROKER						
04-2162	151 SE 9TH ST	9/17/2004	Residential	445,000	0	
02-3117	1456 Business ST	9/29/2004	Land-Residential	77,000	0	
04-1812	1442 Lilac St SW	10/1/2004	Residential	333,000	0	
04-2009	1075 E Buford DR	10/12/2004	Land-Residential	159,500	79,750	(C)
Member Totals:				1,014,500	79,750	
Member Grand Total:				1,094,250		

Production not under your name on this specific report in FLEX must be listed as **additional transactions on your application or they will not count**. Check this report for accuracy within 5 days of each closing during the year – don't wait until year end!