

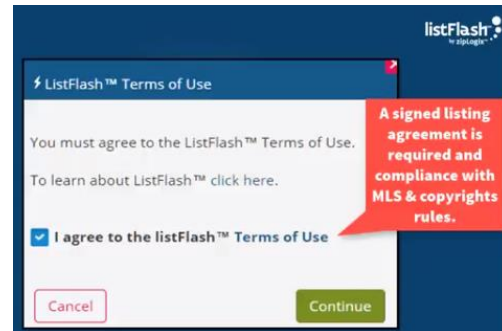


ListFlash™ Setting Preferences

ListFlash™ allows Brokers to take advantage of lightning fast closings by communicating to all Agents in the brokerage within minutes of getting a property listing signed! Get started by first setting your ListFlash™ preferences.

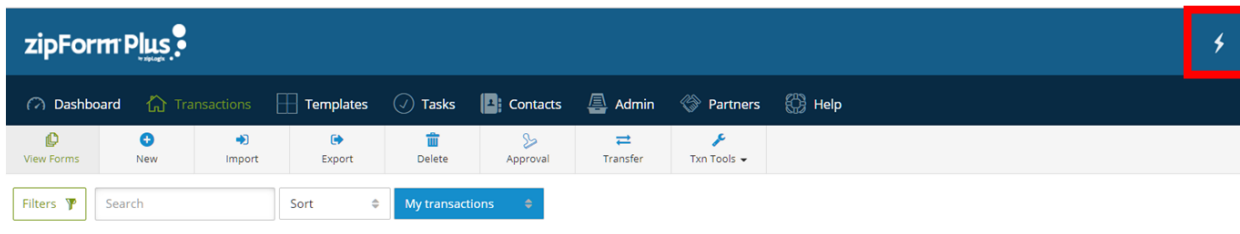
ListFlash™ Terms of Use:

Once ListFlash™ has been activated on the Broker account, everyone must agree to the ListFlash™ **Terms of Use** which include requiring signed listing agreements, as well as compliance with the MLS and copyright rules.

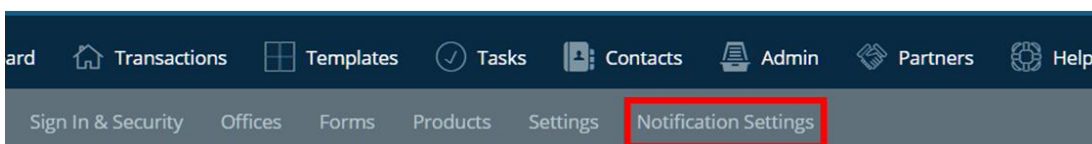
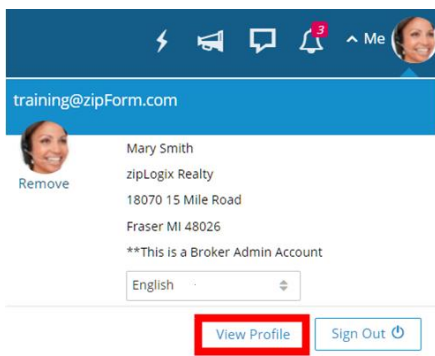


To Set ListFlash™ Preferences

1. Sign into your zipForm® Plus account, by visiting www.zipformplus.com, or signing in through your Brokerage, Association, or MLS site if applicable.
2. From the Transaction landing page, click the ListFlash™ icon located in the header bar on the right.



3. ListFlash™ preferences can be set from two locations. The first is -> **View Profiles ->Notifications Settings** tab:





4. Scroll down to the bottom of the window to see the ListFlash™ preferences.

⚡ ListFlash™

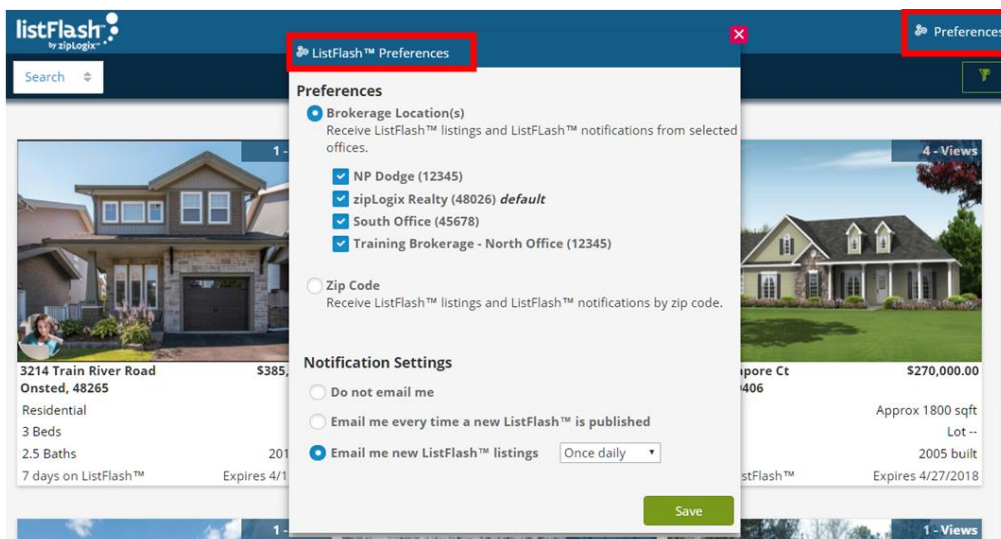
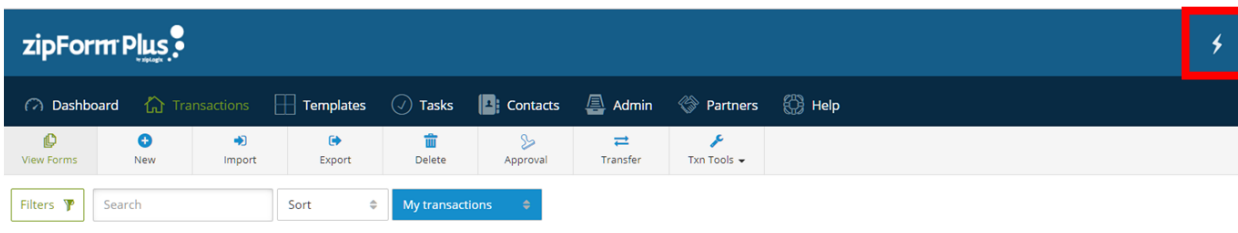
Preferences

- Brokerage Location(s)**
Receive ListFlash™ listings and ListFlash™ notifications from selected offices.
 - NP Dodge (12345)
 - zipLogix Realty (48026) *default*
 - South Office (45678)
 - Training Brokerage - North Office (12345)
- Zip Code**
Receive ListFlash™ listings and ListFlash™ notifications by zip code.

Notification Settings

- Do not email me
- Email me every time a new ListFlash™ is published
- Email me new ListFlash™ listings

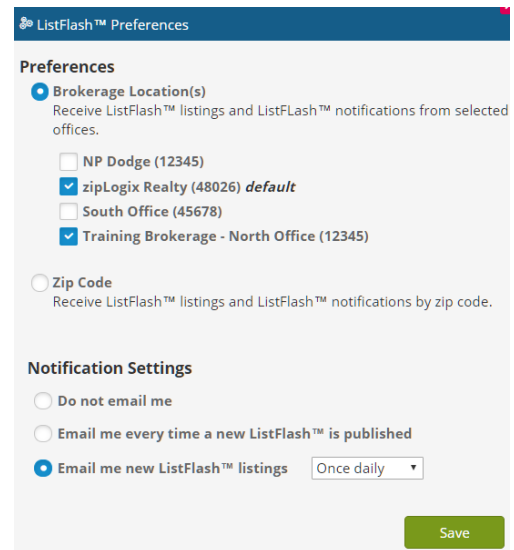
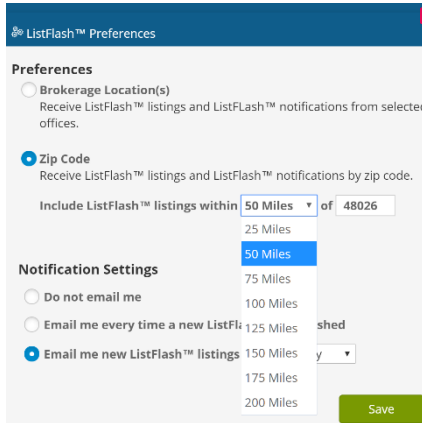
5. The second is directly from the ListFlash™ preferences modal by clicking the lightning bolt icon, then click **Preferences** in the upper right corner.



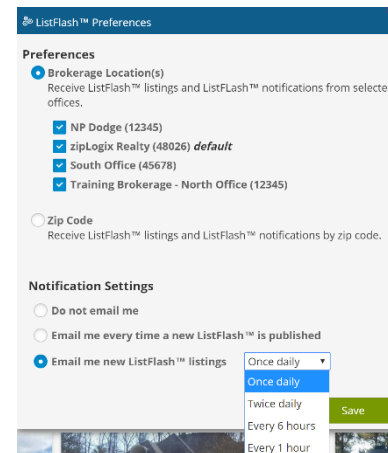
Setting ListFlash™ preferences allows you to choose *from where* and *how often* you receive ListFlash™ notifications.



- For example, you can limit what ListFlash™ notifications you receive by selecting office location(s), simply click to activate or deactivate the office.
- If you prefer to switch to **Zip Code**, you can select a mile radius of a specified zip code from which you wish to receive ListFlash™ notifications.



- You can also select an email frequency:
 - Do not receive any ListFlash™ email notifications at all
 - Receive an email every time a new ListFlash™ listing is published
 - Receive a daily digest that contains ListFlash™ listings created that day
- Click the Save button to save your selections as they will become your ListFlash™ defaults.



(Note: These settings can be changed at any time)

- To see all ListFlash™ listings that have been created throughout the Brokerage simply click the ListFlash™ icon.

