

Get started with Supra showing management, powered by BrokerBay™



What should you expect? Read about launch day below:

1. Links are live on your listings. You will notice a BrokerBay booking icon and will begin to receive text, email or push notifications regarding showings.

For **EXISTING or ACTIVE** (pre-Jan.31) listings, you will have the option to leverage BrokerBay on these listings. To do so, in the listing input field labelled 'Showing Service' set this field to 'BrokerBay' to turn on ability to book.

For **NEW** listings, the 'Showing Service' field will default to 'BrokerBay' for all new listings – you will always have the ability to opt-out of using the Showing service, by changing the 'Showing Service' field to 'None' or another Showing Management provider.

- 2. Ensure you download the BrokerBay mobile app to manage your business on the go: App Store | Google Play
- 3. Remember, when you add showing instructions to listings, it ensures you are leveraging all of the automation available to you in managing your showings. Learn how at this quick video.
- 4. If you need support or assistance with your setup, you can connect with your association help desk or contact the BrokerBay support team <u>here.</u>
- 5. Check out handy how-to videos and articles any time at the BrokerBay self-serve online help center.

