

REALTOR® Association of Acadiana

Weekly REALTOR®

July 6th, 2009

1819 W. Pinhook Ste 115

337-233-0086

In This Issue

Upcoming Meetings

SAFETY FIRST

ActiveKey Important Notice

Zipform Training

Home Valuation COE

Scan - Do NOT FAX!

CRS Offered in Lake Charles

Caravan Schedule

Brown Bag Seminars

Upcoming Education

CRS Course Offered in Lafayette

No Appointment No Showing

MLS Listing Input Notice

RCA

Statewide Purchase Agreement

Office & Support Staff Reminder

2009 Continuing Education

Upcoming Meetings

RCA Board Meeting

Wednesday, July 8th
12:30

MLS Committee

Tuesday, July 14th
9:00

Board of Directors

Thursday, July 16th
9:00

SAFETY FIRST

Safety Tip

An open house can be a great sales tool, but it also exposes you to numerous unfamiliar people for the first time. Stay safe:

Brown Bag Seminar Schedule

JOIN US FOR LUNCH AND LEARN

Brown Bag Seminars - *All brown bag seminars are held from Noon - 1:00 at the RAA Office** Sponsors are providing lunch - Please RSVP: Kathy@RealtorAcadiana.com

July 7th Social Media - Amy Phuphanich, LR Vice President, Professional Development
Sponsor: Jan Swift, Swift & Rhoades/ Oakwater Title

July 9th Owner's Title Insurance
"What is it and Why You Need it"
Sponsor: Bradley & Moreau/Real Title
Lunch by Betty Broussard

July 23rd Identity Theft - Sean Conner, Special Agent US Secret Service
Sponsor: Louise Logan, Coast Capital

July 28th Private Sewer Systems
August 4th Successful MLS Mapping Options
Sponsor: Greg Touchet, Alliance Title

*****Education Registration Policy: The Board of Directors voted to offer most education courses free of charge but there will be a \$25 cancellation fee for "No Shows" if they have not cancelled 24 hours prior to the class. Cancellations must be in writing. If cancellation fee is not paid within 30 days after notification, MLS privileges will be suspended until the fee is paid. This fee also applies to Brown Bag Seminars.**

Upcoming Continuing Education

SIGN UP TODAY!!!

July 9th "Anti Trust" 2 C.E. Hrs.
9:00 - 11:00 RAA Office

July 14th "Professional Standards/COE
8:30 - 12:30 RAA Office 4 CE hrs.

July 20th "The Value of the Home Warranty"
11:00 - 1:00 RAA Office 2 CE Hrs
Instructor: Webb Wartell
Lunch: Old Republic Home Protection

July 21st "Residential Agreement '09 Mandatory"
9:00 - 1:00 RAA Office 4 CE hrs

Turn on the lights and open the curtains. These are not only sound safety procedures, but also great marketing tactics.

ActiveKey Important Notice

ActiveKEY: During extreme heat -- Keys should not be left in parked cars.

ZipForm Training

***For ZipForm Online/
ZipForm Desktop
users.***

**ZipForm training class
Tuesday, July 28th
2pm - 4pm
RAA Office**

Topics to be covered include: creating new transactions & templates, adding, opening, populating & editing forms, sharing forms with other parties via email and sharing transactions between ZipForm Desktop and ZipForm Online.

Please RSVP:

MaryS@RealtorAcadiana.com

Home Valuation Code of Conduct

Home Valuation Code of Conduct -

Please put in writing any adverse experiences resulting from the new HVCC and send to MaryJane@RealtorAcadiana.com It seems that at some point, we may need to send documented cases to N.A.R. in order to obtain solutions. Below you will find N.A.R. info on the HVCC subject.

[Home Valuation COC
HVCC/AMC Brief](#)

REALTOR® REMINDER -
SCAN YOUR DOCUMENTS!
DO NOT FAX!

ATTENTION REALTORS®

CRS Course Offered in Lafayette August 6&7

***** RAA Reimburses 50% Tuition for NAR approved
Designation Courses**



**CRS 210
Optimize Referral Opportunities
in Any Market
August 6 - 7, 2009 (2-Day Course)
2 - CRS Units
RAA Office 7:30 - 5:00
Instructor: Ed Hatch**

Email Kathy@RealtorAcadiana.com or call 233-0086 for additional information.

[Click here for course flyer](#)

No Appointment - No Showing

NO APPOINTMENT - No Showing. . .

Did you know an appointment is required when showing properties listed in the MLS? Did you also know this MLS Rule also includes VACANT properties????

Section 2. Page 14 of the MLS Rules & Regulations briefly summarize appointments for showings with the seller for the purchase of listed property filed in the MLS shall be conducted through the listing broker (this includes CSS).

Failure to make an appointment when showing property is a violation of this rule and makes the showing agent subject to liability should problem(s) occur as a result of that unauthorized showing.

Be Wise - Call BEFORE showing.

MLS Listing Input - "Call School Board"



**MLS Listing Input -
"Call School Board"**

® Effective immediately when entering listing(s) located OUTSIDE of the 6 parish jurisdiction of Acadia, Iberia, Lafayette, St. Landry, St. Martin and Vermilion it is permissible to enter "Call School Board" in the elementary, middle and high school fields.

REALTOR® Commercial Alliance RCA



REALTOR® Commercial
Alliance
Networking &
Educational

PLEASE SCAN YOUR MLS DOCUMENTS!!!

DO NOT FAX!!!

Scanning Instructions:

[Click here for MLS Maintenance Guide](#)

Pages 22-25

CRS Course Offered in Lake Charles September 3rd



Marketing with Microsoft Office Approved one-unit

course toward the CRS designation
NE Louisiana Association of REALTORS®
September 3rd 8:30-4:30
1010 Stubbs Avenue
Monroe, Louisiana 71202
318-387-6800 Fax 318-387-6829

[Click here for course flyer](#)

Suggested Caravan Schedule

Check front page of MLS for weekly caravan schedule.

www.lbrmls.com

2009 Continuing Education -

*****LREC will no longer offer continuing education.**

*****In 2009 TWELVE (12) hours of continuing Education are required for license renewal.**

RAA EDUCATION POLICY: MOST education courses are free of charge but there will be a \$25 cancellation fee for no shows if you do not cancel 24 hours prior to the class. Cancellations must be writing. (May be emailed). If cancellation fee is not paid within 30 days after notification, MLS privileges will be suspended until the fee is paid.

*****Real Estate license numbers are required.**

(HAVE YOUR LICENSE NUMBER AVAILABLE AT ALL EDUCATION CLASSES. IT IS REQUIRED FOR CERTIFICATES.)

***To Register: Kathy@RealtorAcadiana.com unless otherwise indicated.

July 9th "Anti Trust" 2 C.E. Hrs.
9:00 - 11:00 RAA Office

July 14th "Professional Standards/Code of Ethics" 4 CE hrs

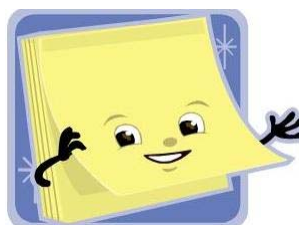
Opportunities Coming Soon for RCA Members. Interested in joining? Contact Mary Sliman at 233-0086 or [click here](#) for a membership application.

Statewide Purchase Agreement

Statewide Purchase Agreement

The Standardized Forms Workgroup will meet in September to look at the current state wide purchase agreement and review any potential changes or suggestion brought from the Local Association/Boards. Please send any comments or suggestions to cindy@larealtors.org by September 1st. Once the workgroup has reviewed all suggestions they will be forwarded to the Louisiana Real Estate Commission for the 2010 version of the Statewide Purchase Agreement.

Office Assistants and Support Personnel



FRIENDLY Reminder!!!

Please check your roster of Office Assistants and/or support personnel. If you have an assistant or support staff that is no longer employed with your company, please advise the MLS staff

immediately. Removing inactive member(s) from your company roster will eliminate additional MLS fees and will help maintain MLS security.

***Questions, please call the RAA office.

- 8:30 - 12:30 RAA Office
 - July 20th "The Value of the Home Warranty"
11:00 - 1:00 RAA Office 2 CE Hrs
Instructor: Webb Wartell
Lunch Sponsor: Old Home Republic
 - July 21st "Residential Agreement Mandatory"
9:00 - 1:00 RAA Office 4 CE hrs

 - August 18th "Professional Standards/Code of Ethics" 4 CE hrs
8:30 - 12:30 RAA Office
 - August 20th Commercial 2009 Mandatory
12:30 - 5:00 Lite Center
Louisiana Realtors Instructor: Randy Roussell
To Register call 1-800-266-8538

 - September 22th "Professional Standards/Code of Ethics" 4 CE hrs
8:30 - 12:30 RAA Office
 - September 24th "Residential Agreement" -LREC Mandatory" 4 CE hrs
1:00 - 5:00 RAA Office

 - October 13th "Residential Agreement" -LREC Mandatory" 4 CE hrs
1:00 - 5:00 RAA Office
 - October 22nd "Business Ethics & Legal Liabiities" 4 CE hrs.
9:00 - 1:00 RAA Office
 - October 27th "Professional Standards/Code of Ethics" 4 CE hrs
8:30 - 12:30 RAA Office

 - November 10th "Residential Agreement" -LREC Mandatory" 4 CE hrs
9:00 - 1:00 RAA Office

 - December 1st "Professional Standards/Code of Ethics" 4 CE hrs
8:30 - 12:30 RAA Office
 - December 8th "Residential Agreement" -LREC Mandatory" 4 CE hrs
8:00 - 12:00 RAA Office
 - December 8th "Residential Agreement" -LREC Mandatory" 4 CE hrs
1:00 - 5:00 RAA Office
- August 6 & 7th CRS 210 Contact Kathy@RealtorAcadiana.com**

Quick Links

[RAA Website](#) [MLS](#) [CSS](#)

[Forward email](#)



This email was sent to kathy@realtoracadiana.com by kathy@realtoracadiana.com.
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

Email Marketing by

