


From any *search result* screen, click **"Save"**  on the *floating toolbar* at the bottom of the screen

Search run 8:03 AM Criteria Map Results

Previous · Next · 1-4 of 4 Checked 3 All · None · Page Display Single Line at 25 per page

	Listing ID	St	SType	Address	City	Price	Bd	Bth	Abv	Ttl	Fin	Prk Ttl	Assoc YN
<input type="checkbox"/>	7406773	A	SFR	5018 S Gibraltar Way	Centennial	\$375,000	3	2	1,380	1,801	1,380	2	No
<input checked="" type="checkbox"/>	2486314	A	SFR	20050 E Wagontrail Drive	Centennial	\$369,900	4	2	820	1,640	1,640	2	No
<input checked="" type="checkbox"/>	6404746	A	SFR	17022 E Wagontrail Parkway	Aurora	\$362,000	4	3	1,104	1,632	1,604	1	No
<input type="checkbox"/>	8720532	A	SFR	15552 E Temple Place	Aurora	\$360,000	5	3	1,652	3,304	3,200	2	No

Actions Refine **Save** Carts


New Saved Search  New Auto Email New Speed Bar Shortcut

[1] · Previous · Next


The *button bar* will change

Click **"New Saved Search"** 

Actions Refine **Save** Carts


New Saved Search  New Auto Email New Speed Bar Shortcut


A **Save a New Saved Search** screen presents


Type a unique name in the **"Search Name"** field 

Save a New Saved Search


Search Name:


Contact: [Create a New Contact](#) 

Enable as Favorite Search on Home tab (10 maximum) 

Criteria 

Property Type is 'Residential'
 Mls Status is 'Active'
 Property Sub Type is 'Single Family Residence'
 Postal Code is '80015'
 Current Price is 350000 to 375000
 Originating System Name is one of 'REcolorado', 'REcolorado (SSBR)'
 2 Properties have been discarded.



Note: Adding a **"Contact"** is optional, but allows one to associate a *Saved Search* with a specific *Contact* 

Note: Check the box next to **"Enable as Favorite Search on Home tab"**  if you would like to access this search from the **Favorite Searches Widget** on the *Matrix Home Page*

Click **"Save"** 