

Begin a CMA From Search Results

From the **Results** tab, **1** select the desired comparables by clicking in the *checkbox* to the left of the properties **2**

Note: Any **Display** allows one to select the *comparables* and generate a **CMA**

RECOLORADO® Home Search Stats My Matrix Realist Tax Finance Links Input Admin Help Working as Allyson Fryar · Logout

Concierge Alert! [Search] + other criteria Recent Searches

Criteria Map Results **1**

Previous · Next · 1-8 of 8 Checked 4 All · None · Page Display Single Line at 25 per page **1**

	Listing ID	St	SType	Address	City	Price	Bd	Bth	Abv	Ttl	Fin	Prk Ttl	Assoc YN
<input checked="" type="checkbox"/>	9289059	P	SFR	27554 E Canyon Place	Aurora	\$895,000	5	5	4,426	6,789	6,208	3	Yes
<input checked="" type="checkbox"/>	3424769	P	SFR	27064 E Geddes Drive	Aurora	\$469,353	4	3	2,277	2,669	2,277	3	Yes
<input type="checkbox"/>	6743934	C	SFR	27425 E Jamison Circle	Aurora	\$590,000	4	3	2,234	4,384	2,234	3	Yes
<input type="checkbox"/>	7308814	C	SFR	6345 S Jericho Way	Centennial	\$550,000	4	4	2,623	4,026	2,854	2	Yes
<input checked="" type="checkbox"/>	7400023	C	SFR	22236 E Glasgow Place	Aurora	\$530,000	4	4	2,984	2,984	2,984	3	Yes
<input checked="" type="checkbox"/>	6472879	C	SFR	4776 S Buchanan Street	Aurora	\$520,000	4	3	4,132	5,196	4,132	3	Yes
<input checked="" type="checkbox"/>	6361335	C	SFR	25300 E Ottawa Drive	Aurora	\$500,000	3	2	2,096	4,192	2,096	3	Yes
<input checked="" type="checkbox"/>	8707597	C	SFR	24631 E Whitaker Circle	Aurora	\$479,900	3	4	1,937	3,113	3,113	3	Yes

Actions Refine Save Carts **3**

Criteria Email Print CMA Directions Stats Export Quick CMA Cloud CMA ShowingTime **1** · Previous · Next

Click **"CMA"** **3**

The *CMA Wizard* will present

Start **1**

Select an existing contact by using the *drop down arrow* next to **"Select Contact Name"** **2** or **"Create a new Contact"** **3**

Enter a **Description** **4**

RECOLORADO® Home Search Stats My Matrix Realist Tax Finance Links Input

Concierge Alert! [Search]

Start Pages Subject Cover Comparables Map Adjustments Pricing Finish Autosaved at 12/03/2019 5:50:22 PM **1**

Select CMA Contact

Welcome to the CMA Wizard. Use this Start page to select your Contact. Use the above Navigation Bar to navigate through the steps.

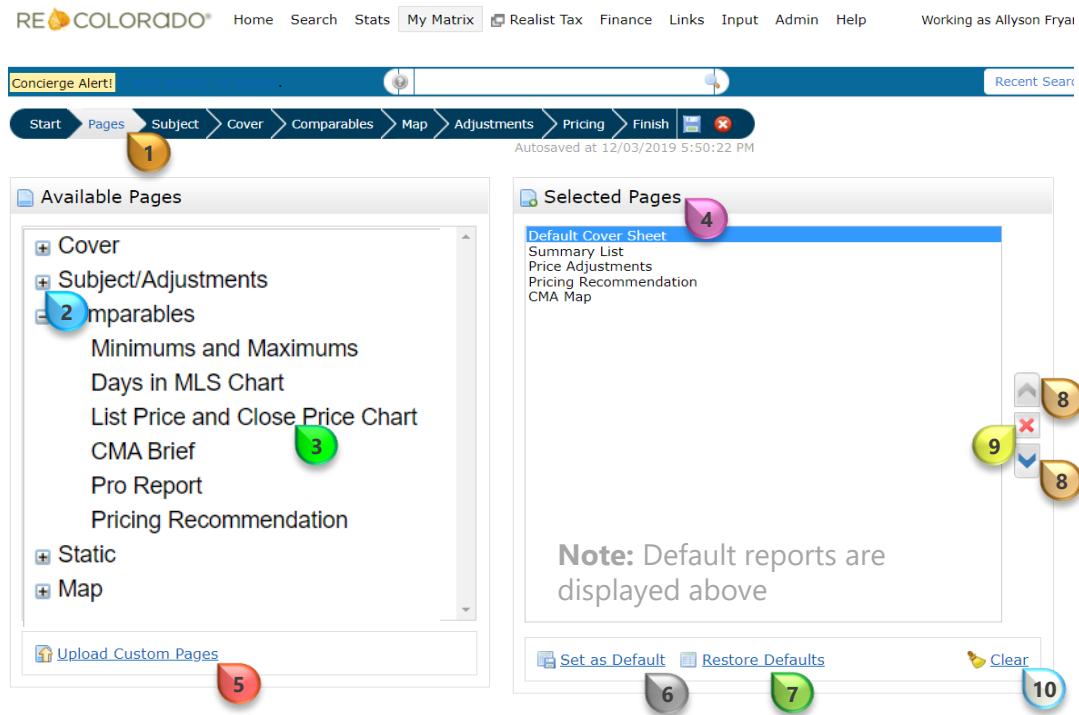
Select Contact Name: [Dropdown] Create a New Contact **3**

Description: [Text Box] **4**

Please Note: This CMA will be saved for 365 days from the Last Modified date and then automatically be deleted. If you need to keep it longer, modify the CMA before the end of the 365 day period or save a copy of the generated PDF to your computer (you should do that anyway).

Note: The **Description** serves as a name for the **CMA**

Pages

Click "**Pages**" 


RECOLORADO® Home Search Stats My Matrix Realist Tax Finance Links Input Admin Help Working as Allyson Fryar

Concierge Alert! Recent Search

Start **Pages** Subject Cover Comparables Map Adjustments Pricing Finish

Autosaved at 12/03/2019 5:50:22 PM

Available Pages

- + Cover
- + Subject/Adjustments
- + **Comparables**
 - Minimums and Maximums
 - Days in MLS Chart
 - List Price and Close Price Chart
 - CMA Brief
 - Pro Report
 - Pricing Recommendation
- + Static
- + Map



Upload Custom Pages

Selected Pages

- Default Cover Sheet**
- Summary List
- Price Adjustments
- Pricing Recommendation
- CMA Map

Note: Default reports are displayed above

Set as Default Restore Defaults Clear

Under **Available Pages** click the "+" sign to expand each section Click on the desired *Page Title* to select  Pages will appear under **Selected Pages** Click "**Upload Custom Pages**"  to upload customized pagesTo set the **Selected Pages** as your default, click "**Set as Default**" To restore default pages, click "**Restore Defaults**" To reorder the **Selected Pages**, click the *Up / Down arrows* To removed a selected page, click the "**X**" To clear all **Selected Pages** click "**Clear**" 

Subject

Click **"Subject"** 1

RECOLORADO® Home Search Stats My Matrix Realist Tax Finance Links Input

Concierge Alert!

Start Pages **Subject** Cover Comparables Map Adjustments Pricing Finish

Autosaved at 12/03/2019 6:15:23 PM

Subject Property

Matrix needs the details of the subject property. What would you like to do?

- 2 Type in the subject property fields manually
- 3 Enter a Property Listing Id to auto-fill from:
- 4 Search for a Property property to auto-fill from
- 5 Search for a Realist record to auto-fill from

Fill the Subject Property from one of the following options:Type in the subject property fields manually 2Enter an MLS Number to auto-fill from a previous listing 3Search for a residential listing to auto-fill from 4Search for a Realist record to auto-fill from 5Enter or modify subject details 6Upload a photo by clicking on **"Browse"** 7 and select the desired photo

Subject Details

Required

Mis Status

Address

Street #

Street Dir Prefix

Street Name

Street Suffix

Street Dir Suffix

Unit #

Building #

City

ZIP

State

Property Photo

Upload Photo: 7

Optimal Image Size: 1600 x 1200 pixels.

To complete a CMA work through all CMA tabs at the top of the screen. Be sure to **"Save"** your work