

SRCAR At A Glance

March 21, 2006



News from SRCAR

A Reminder Please

The Staff at the Association office received numerous calls each day regarding legal questions, the use of specific forms in a real estate transaction as well as how to complete the forms. As a reminder, the Staff at SRCAR are not licensed in real estate nor are they attorneys and can not provide this type of information. Please seek the guidance of your Broker or Office Manager and when necessary, please use the CAR Legal Hotline at 213-739-8282. Thank you.

SRCAR Special Office Hours

The Southwest Riverside County Association of REALTORS® will be closed until 10:00 a.m. on Friday, March 24, 2006 due to a staff meeting. Please make a note of this and plan accordingly. Thank you.

Legal Update/Brown Bag Lunch Coming

Mark your calendars to attend the next SRCAR Brown Bag Lunch on Thursday, April 27, 2006 at 11:30 a.m. Guest Host will be John Giardinelli, Counsel for the Association and the subject will be a "Legal Update". John will be leading discussion on the latest issues affecting you as real estate practitioners as well as a forms update. Seating is limited so please RSVP to the Association office at 951/894-2571. This event is open to SRCAR REALTORS® and Affiliates only. Thank you.

Applications Now Being Accepted for Positions with the Board of Directors

Qualified members, interested in serving as a Director with the Southwest Riverside County Association of REALTORS®, are urged to complete and return the Candidate Form (online at the Association's website at www.srcar.org). The Nominating Committee, chaired by Past Chairman of the Board, Marjo Wood, will begin holding meetings in the very near future to begin the selection of the slate for Directors for 2006. There will be five (5) vacancies on the Board of Directors beginning January 2007. Each position will be for a term of three years. Completed Candidate's Forms must be returned to the Association office – attention Nominating Committee by Monday, May 1, 2006. Elections will take place on line July 1st through the 21st with results announced at the SRCAR Annual Meeting on July 25, 2006 and then posted on the website. As a reminder, you must be a REALTOR® member in good standing with the Southwest Riverside County Association of REALTORS® to be a candidate for the Board of Directors.

Volunteers

As a reminder, if you wish to volunteer to serve on a committee of the organization, you must be a REALTOR® or an Affiliate in good standing with the Southwest Riverside County Association of REALTORS®. This is in accordance with the Bylaws and Procedures of SRCAR. Thank you.

New Maps Approved

At the Board of Directors meeting of the Southwest Riverside County Association of REALTORS®, new area maps have been approved for Temecula & Murrieta and Lake Elsinore, Wildomar & Canyon Lake. These maps will be available on the Association's website in the coming weeks. Special thanks and appreciation to those members who helped update these documents as well as Jennifer Lipscomb, MLS Staff at SRCAR. Please look for the maps on the website at www.srcar.org in the coming weeks.

Kevin Jeffries for Assembly

At the Board of Directors meeting of the Southwest Riverside County Association of REALTORS®, the Directors endorsed Kevin Jeffries in his candidacy for the Assembly seat currently occupied by Ray Haynes. The Directors reached this endorsement after looking at the qualifications of the candidates and their benefit/cooperation with the real estate industry.

Celebrate the Santa Fe Train Stations 110th Anniversary

The Lake Elsinore Valley Chamber of Commerce presents "All Aboard" a celebration of the Santa Fe Train Stations 110th Anniversary April 1986 through April 2006. Event will be held on Saturday, April 1, 2006 from 10:00 a.m. to 2:00 p.m. with a special Re-dedication Ceremony with Mayor Robert Magee and City Manager Bob Brady.

Chaplin Services Available

REALTOR® Jim Tracy has volunteered his services as Chaplin (non-denominational) for Southwest Riverside County Association of REALTORS® members. Should you need these services, please contact Jim Tracy at Pacific Pride Property at 949-212-7026. Thank you.

SRCAR Annual Meeting Scheduled and Speaker Selected

Mark your calendars today to attend the Annual Meeting of the Southwest Riverside County Association of Realtors®. This event will be on Tuesday, July 25, 2006 at the Pechanga Resort & Casino. Tickets to go on Sale in June. This year's guest speaker will be Neil Kalin, Associate General Counsel with the California Association of REALTORS®. Neil will be providing us with a mid-year legal update. Not only is Neil a very informative speaker, he also brings humor and good fun to his presentations. We hope that you will make plans to join us.

Residential Purchase Agreement Class Scheduled

Join SRCAR on Friday, May 12, 2006 for the Residential Purchase Agreement (RPA) Class at SRCAR. This class will be taught by SRCAR Counsel John Giardinelli. Registration begins at 8:30 a.m. with class scheduled to begin at 9:00 a.m. Cost is \$15.00 for REALTORS® and \$30.00 for all others. No DRE Credit is given for this class. Contact SRCAR as soon as possible as seating is very limited - 951/894-2571. This class has sold out every time it was offered in 2005 and was sold out for the February offering. Don't delay - contact us today.

Parking at the Association

As the Association grows larger and larger, parking at the Association becomes a bigger issue. We ask that when you attend events and meetings at the Association, to please park either on the street or in designated parking spaces only. Please do not park directly behind the Association office (behind the role up door), behind the Church's Suite, at the corner curbs (McAlby and Adams) or in the lots across the street. Your cooperation is greatly appreciated by SRCAR. Thank you.

MLS at SRCAR New Fax/E Number Established

A new fax/e number has been established for the MLS area within SRCAR. Please use it when sending new listings and changes to existing listings within the MLS at SRCAR. This fax/e number will go directly to jennifer@srcar.org within the Association. The new fax number is: 951/572-3721.

This new fax/e number was established to assist members when submitting new listings and changes to existing listings directly to the MLS Department rather than through the central fax at the Association office. We hope that you will take advantage of this new service. Should you have any questions, please contact Jennifer Lipscomb at SRCAR at 951/894-2571, ext. 134 or email jennifer@srcar.org. Thank you.

MLS Citation/Fine Policy Changes Coming

Effective January 1, 2006, this revision to the Citation/Fine policy becomes effective. The policy was distributed to Designated REALTORS® at their meeting in September. Copies of this document are also available on the website at www.srcar.org. The document is located on the home page on the right of the screen.

In order to learn more about the new revisions to the MLS Citation/Fine Policy, special training has been scheduled for the following date with more dates scheduled quarterly:

- Thursday, April 13, 2006 @ 1:00 p.m.

The training class is approximately 2 hours. Please call the Association office (951/894-2571) to put your name on the list for attendance at this class.

A new fax/e number has been established for this area. Please use it when reporting violations to the Association. This fax/e number will go directly to the mlsviolations@srcar.org address within the Association. The new fax number is: 951/572-3700. In addition, violations can also be reported via the new 800 line for this department only. The number is: 800/919-1008. We urge you to report any violations using either this fax method or the new 800 number. Thank you.

New Membership Signups

New members should plan to join the Association during the following hours: **8:30 a.m. to 11:30 a.m. and 1:30 p.m. to 4:00 p.m.** This time period will provide adequate assistance in joining and avoid any unnecessary delays. Please make sure that the application is completed with the MLS Participant/Designation REALTORS® signature. This will enable the staff to complete the process in a more timely and efficiently manner. Your assistance is greatly appreciated. Thank you.

A new fax/e number has been established for this department. Please use it when submitting new membership applications and changes to existing members to the Association. This fax/e number will go directly to the membership@srcar.org address within the Association. The new fax number is: 951/253-4795. We hope that you will take advantage of this new service.

Important Numbers:

- Supra Technical Support @ 800/545-9601 or 877/699-6787
- MRMLS Tech Support @ 800/925-1525 (from 909/951 area codes); 626/574-3830 (from all others)
- WINForms Support Center – 586/840-0140 (<http://support.zipform.com/>)
- CAR Legal Hotline: 213/739-8282
- SRCAR General Office Fax Number: 951/894-2572
- MLS Citations & Fine Policy Department Fax Number at SRCAR @ 951/572-3700
- MLS Citations & Fine Policy Department Toll Free Number @ 800/919-1008
- Membership Department Fax Number at SRCAR @ 951/253-4795
- MLS Department Fax Number at SRCAR @ 951/572-3721

Grievance & Professional Standards (aka Complaint) Department Toll Free Number @ 800-446-3646

News from MRMLS

Frequently Asked Questions about Smart Trac Available On-Line at www.imrmls.com

To access the FAQ, from the [imrmls.com](http://www.imrmls.com) home page, click the Smart Trac animation and select FAQ.

MRMLS has developed a list of Frequently Asked Questions (FAQ) for our members. This FAQ was developed based upon the questions that new users of the system have reported. The real benefits of Smart Trac will be realized more and more as members become proficient in the use of this state-of-the-art technology platform.

Below is a sample of some of the questions:

- **What is Smart Trac?**
- **Can we use Matrix or iMRMLS and Smart Trac simultaneously?**
- **If a property is not listed in Matrix or iMRMLS can it be accessed via Public Records?**
- **Do out of area agents have access to the system?**
- **How do documents get entered into the computer?**
- **In what format will a WINForms® document be imported?**
- **Can you be auto-notified for To-Do list items?**

Below are some of Smart Trac's features:

- **Fast 24 hours of convenient online access**
- **Manage, Streamline, and Automate To Do Tasks Templates**
- **Digital Document Management**
- **Online File Management**
- **Service Provider Management**
- **Powerful Reporting**

This Smart Trac FAQ is a great reference for all new users of Smart Trac. We encourage you to refer to it as questions come up. Though all members can access Smart Trac now, please note that completion of Smart Trac training is required before you can create a new transaction. We highly encourage all members to take Smart Trac training.

See our Smart Trac webpage for the FAQ's and Smart Trac training:
http://www.imrmls.com/centsite/smart_trac.htm

MRMLS Computer Training

Join the training staff from MRMLS for Computer Training on Thursday, March 16, 2006 for the following classes:

- Listing Upload & Digital Photo (10-12)
- Matrix/SmartMap & Realist (1-4)

Reservations are strongly suggested. Please call SRCAR to reserve your seat today at 951/894-2571. These classes will be offered each month on the 3rd Thursday in the large meeting room at the Association. Please see the calendar for exact dates on the Association's website at www.srcar.org.

MRMLS Presents Smart Trac

Smart Trac web-based application automates, streamlines, and simplifies real estate transactions from listing to closing to post-close. Smart Trac automated 24/7 online access lets you manage files on the run. Please visit the MRMLS Home Page for training opportunities at www.imrmls.com.

No Photo Notification

In order to improve the quality of the MRMLS listing database, the MRMLS Board of Directors and Association Executives approved the development of the No Photo Notification system. On behalf of your Association, MRMLS will be sending an automated notification when a listing passes 10 days of age without a photo.

MLSphotos.com offers a service to take a photo of your listed property for you. MLSphotos.com also has the ability to upload photos directly to your listings. Your Association office may also offer or refer a photo taking service. Depending on your Association's violation policy, a pending photo from a photo take service may not excuse a violation.

MRMLS also offers classroom instruction on photo upload at the Association offices. Photo maintenance is also covered in our Listing Upload manual, which can be found by selecting Training, Manuals, IMRMLS and Listing Upload from www.IMRMLS.com.

Though MRMLS policy contains actionable violations, the no photo violation is a referral to your Association. Each association served by MRMLS has their own Violation policies and procedures. Disputes or questions about violation policy should be directed to your Association Office. See Association Contacts from www.IMRMLS.com for further information.

MRMLS is dedicated to bringing you the best possible systems and service. We feel that an improved consistency with photos will benefit all members.

(SRCAR will be adding this policy to the MLS Citation Policy in the coming weeks. More information will follow. Thank you.)

News from CAR

C.A.R. Tech Hotline Tips

Play It Safe In Word

There are many ways to accidentally distribute confidential information in a Word document. For example, each time you send out a document, personal information about you might be attached to it. You also might have enabled "track changes" and saved prior versions of your masterpiece for the recipient to view. To be sure your document is secure once it leaves your desktop, follow these simple steps:

- Click TOOLS, OPTIONS and SECURITY.
- Check "Remove personal information."
- Click TOOLS, OPTIONS and SAVE.
- Uncheck "Allow fast saves."
- Make sure the "TRACK CHANGES" feature is off.

Fun With Watermarks

you can easily add a watermark to a document by following a few simple steps. Go to FORMAT-BACKGROUND and select WATERMARK. You will then have the option to insert a photo watermark using a photo on your computer, or if you prefer, you can add a text watermark.

Virus Link

<http://securityresponse.symantec.com/avcenter/venc/data/w32.davs.html>

C.A.R. Tech Hotline

C.A.R.'s Tech Hotline, which offers free, live help from real estate technology experts by calling 800) 773-8630, is available on Monday to Friday from 9 a.m. to 5 p.m. C.A.R.'s free Tech Hotline has answers to questions about computer operating systems (such as Microsoft® Windows, Macintosh, or Palm); popular software, including Top Producer, FileMaker, Microsoft's Office suite, Internet browsers, FrontPage and others; Internet access; e-mail applications; and more. (MLS hardware or software is not supported by the hotline.)

News from NAR

Housing Market Readjusting to Normal Balance, NAR Says

A lower level of home sales expected this year will create a more level playing field for buyers and sellers on the heels of a five-year sellers' market, according to NAR. David Lereah, NAR's chief economist, said the number of homes on the market has been improving nicely. "The cooling from overheated sales conditions in recent months is helping to bring inventory levels up to the point where buyers have more choices than they've seen in the last five years," Lereah said. Existing-home sales are expected to fall 5.7 percent to 6.67 million in 2006 from a record 7.08 million last year. At the same time, new-home sales are forecast to decline 7.7 percent to 1.18 million from a record 1.28 million in 2005. Each sector would be at the third-highest year following the tallies for 2005 and 2004.

Software Competitor Spreading Misinformation About GetActive

NAR has learned that an industry competitor to NAR's grassroots software partner GetActive has been spreading misinformation about the product and program.

Here are the facts:

- Associations may use any software they wish, and are not required to use the NAR system.
- NAR chose the GetActive system for many reasons, including its capacity to handle millions of e-mails, the NRDS synchronization and hub system, and the feature to allow NAR to share the NRDS database with other associations.
- NAR offers a comprehensive training program, including online and group training.
- During the summer rollout, local elected-official data is being offered by GetActive and will be available this summer.
- NAR does not and will not require any state or local association using the REALTOR® grassroots software to pay for the basic system, although associations do pay for faxing (10 cents per page).