



ADDING AND EDITING LISTINGS

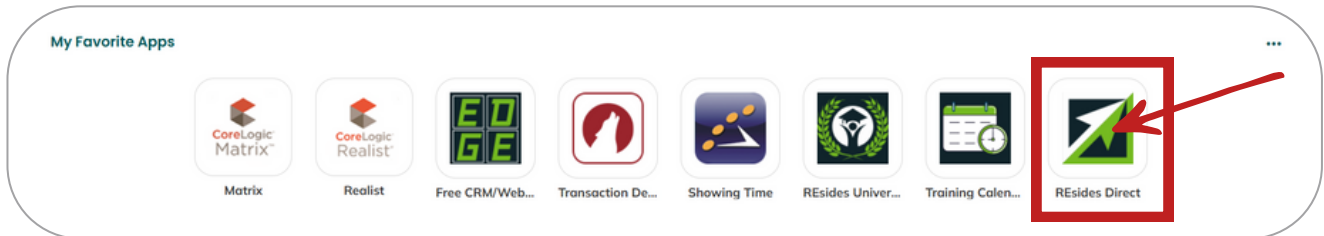
Training Guide and Course Notes



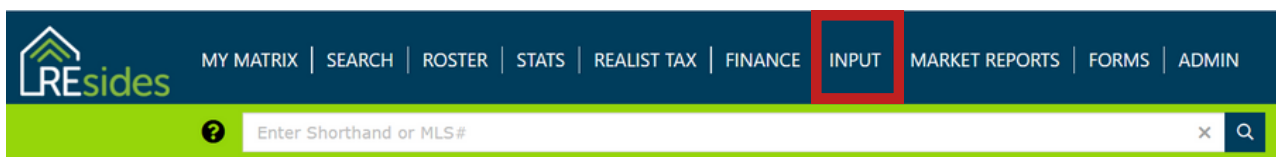


Accessing REsides Direct

- REsides Dashboard - My Favorite Apps section



- Matrix - Input tab



REsides Direct - Getting the Listing Started

Begin on the **Add Listings** tab for all property types except **Villa/Condo**.

★ Indicates required fields.



Add Listings Menu Option

You may begin to enter the listing by

- **Address** - Enter the property address and click the **search icon**.
- **Owner** - Select the state, county, and enter the current owner's first and last name. Click the search icon.
- **Tax ID** - Select State, County, Enter the property's tax ID, then click the **search icon**.
- **Advanced** - Select State, County, Enter property address, and unit number, then click the **search icon**.

Search by Address

Search via Tax Records

Address Owner Tax ID Advanced

Search by Address*

20 WILDBIRD LANE, HILTON HEAD ISLAND

20 Wildbird Ln, Hilton Head Island, SC 29926, USA

Street Number: Street Name:

Street Suffix: Street Direction:

Unit Number: County:

Note: After clicking the search icon, the map will automatically populate. You'll see the property pinned on the map. See example below.

Search Owner

Search via Tax Records

Address Owner Tax ID Advanced

State* County* Owner Name*

Search Tax ID

Search via Tax Records

Address Owner Tax ID Advanced

State* County* Tax ID*

Search Advanced

Search via Tax Records

Address Owner Tax ID Advanced

State* County* Address* Unit



Adding a Listing

Search via Tax Records

Address Owner Tax ID Advanced

Search by Address*

20 WILDBIRD LANE, HILTON HEAD ISLAND

20 Wildbird Ln, Hilton Head Island, SC 29926, USA

Street Number: Street Name:

Street Suffix: Street Direction:

Unit Number: County:

City: Zip Code:

Owner Name:

Map Satellite Bluffton Hilton Head Island

Levy Daufuskie Fort Fremont Phipps Island

Google Keyboard shortcuts Map data ©2025 Google Terms Report a map error

Type the property address into the Search by Address field. You may have to include the city.

Click the **search icon** and then **click on the correct address** to populate and complete the search.

Now you'll see the map has automatically populated in the listing. You'll also see a pin on the address you entered. This is a good opportunity to verify the accuracy of the information.



Map Features

- Map view - default
- Satellite view
- Toggle Full Screen
- Map Camera Controls - zoom in/out and move the map. You can also place your cursor on the map, left-click, and drag the map to other locations.
- Google Pegman - drag and drop for street view, where available. This feature is not available for all properties.

Beneath the map, continue to enter information into the fields. **Office**, **Agent** (select your name or team lead name if applicable, select the **Property Type**, and **Property Sub Type**, then click the blue **Create** button, as shown below.

Office*
REsides Inc. (PO Box 5134, Hilton Head Island) X

Agent*
Sharon Crawford

Property Type*
Residential

Property Sub Type*
Full Size

Create

A new screen will open as seen below.

Location & Type Tab

20 Wildbird Lane Hilton Head Island, SC 29926
Sharon Crawford Residential Full Size Incomplete

Location & Type Agent/Office Info Property Info Remarks/Showing Instructions Features Energy Efficient Media Admin Tab Open House

Type* Full Size Agreement Type* List Price* Owner Signature Date*

Broker Signature Date* Expire Date* IDX Opt In? Yes No Consumer Comments? Yes No

Allow AVMs? Yes No Address on Internet* Yes No Time Zone Eastern Standard Time Observes Daylight Savings Time Yes No

Lockbox* Yes No Lockbox Serial Number 9/11 Lock Box Type Flood Insurance Currently on Property? Yes No

Not Included in Sale 9/25

Location Information

Street Number* 20 Dir Prefix 2/25 Street Name* Wildbird 8/50 Dir Suffix

Street Suffix Lane Unit Number 9/25 City* Hilton Head Island County* Beaufort

Zip Code* 29926 State* SC Major Area* Minor Area*

Zoned has Moved to the Property Info Section

Next

Notice the tabs across the top of the screen. Enter the listing data into the fields, then click the **Next** button at the bottom of the screen to work through each tab. Please note that the fields marked with a **red star** are required to set the listing to Active or Delayed. While not all fields are required, it is best practice to enter as much information as possible to optimize the listing's visibility.



Location Information

Some of the required fields will automatically populate from information previously entered.

Others will need the information to be entered manually, such as **Major Area, Minor Area, Legal Number, and Legal Address**. The legal number and legal address can be found in the property's tax records.

Some fields, such as Major Area and Minor Area, have dropdown arrows. Use these dropdown arrows to locate the desired locations. See image below.

Note: The numbers on the right side of some of the fields indicate the character limits for that field. Please review the image below—example 0/25.

Note: If the pin marking the property location has been placed incorrectly, you may left-click and drag it to the correct position.

The screenshot shows the 'Location Information' form with the following fields and values:

Field	Value	Character Limit
Street Number *	20	2/25
Dir Prefix		
Street Name *	Wildbird	8/50
Dir Suffix		
Street Suffix	Lane	
Unit Number		0/25
City *	Hilton Head Island	
County *	Beaufort	
Zip Code *	29926	
State *	SC	
Major Area *	Palmetto Hall	
Minor Area *	Palmetto Hall	
Legal Number *	56	2/50
Legal Address *	PALMETTO HALL PLANTATION	
Latitude *	32.2259	
Longitude *	-80.7064	

The map below the form shows a red pin on a street labeled 'Wildbird Ln'. A red box labeled 'Drag marker to move' is over the pin. Red arrows point from the 'Major Area' and 'Minor Area' dropdowns to the map. The map also shows 'Madison Ln' and a house number '21'.

Possession

There are three fields in this section:

- Possession - click on the appropriate selection.
- Finance - Click Finance to select finance options. Select all that apply by clicking on the options.
- Trades - click on the appropriate selection.

Please review the example image below.



Fees

There are five fields in this section:

- **Owner Transfer Fee** - Select any appropriate fees from the available options by clicking on them. Many of the options are community-specific. Be sure to click all that apply.
- **POA Fee** - Click the **POA Fee** button to open a pop-up window displaying all available options. Click "Load More" at the bottom of the pop-up to view additional options. Select all that apply.
- **POA 2 Fee** - enter as necessary
- **Additional Association Fees** - Click the "Additional Association Fees" button to open a pop-up window displaying all available options. Click "Load More" at the bottom of the pop-up to view additional options. Select all that apply.
- **Association Fee Frequency** - Click the dropdown arrow in this field to make the appropriate selection.

Field Options

You'll notice a difference between fields that show all of the options vs fields that require you to click a button to see all the options. The reason for this difference is that any field with more than 10 options is minimized for space. See an example of the difference below.



Fees Continued

Fees	
Owner Transfer Fee	
Palmetto Hall Yes- Cap. Reserve \$3000 Town of HHI - .25 of 1% DUP PM MV- 1/2 OF 1% Sales price Gleason Farms- Yes \$1000 Rivers Reach- Yes 1% of the sales price	 0/10
POA Fee	
POA Fee ←	 0/3
POA 2 Fee	
	
Additional Association Fees	
Additional Association Fees ←	 0/5 Association Fee Frequency 

Click the **Next** button to continue to the next tab.



Agent/Office Info Tab

The following fields will be automatically populated from previously entered information:

- **List Agent MLS ID** - Agent - Office

The following fields must be entered manually as desired:

- **Co-Agent MLS ID** - Click in the field and search by name or email address. The corresponding Agent and Office fields will automatically populate.
- **Team Agent MLS ID** - If you're on a team, you would have entered the Team Lead's info as you began to enter the listing. In the Team Agent field, select your name to populate the Agent and Office fields.

20 Wildbird Lane Hilton Head Island, SC 29926
Sharon Crawford Residential Full Size Incomplete

Location & Type	Agent/Office Info	Property Info	Remarks/Showing Instructions	Features	Energy Efficient	Media	Admin Tab	Open House
List Agent MLS ID* Sharon Crawford		Agent Sharon Crawford scrawford@resides.io		Office REsides Inc. cstevenson@resides.io 843-785-9696				
Co Agent MLS ID Search by Name or Email		Agent		Office				
Team Agent MLS ID Search by Name or Email		Agent		Office				

Seller Offering Upfront Concessions

There are two fields in this section:

- **Upfront Concession** - Select 'Yes' or 'No'.
- **Concession in Price Description Comments** - You may use up to 500 characters to describe the concessions offered by the seller.

Seller Offering Upfront Concessions

Upfront Concession * Yes No

Concession In Price Description Comments

0/500

Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.



Property Info Tab

Property Information

In this section, you will find the following fields automatically populated:

- Owner Name
- Tax Key Number
- Tax Map Number
- Year Built

Please complete the remaining fields as seen in the example image below.

ADU = Accessory Dwelling Unit. - Select Yes or No. If yes, you may use up to 300 characters to describe the unit.

Property Information			
Owner Name * Olear Kelly Olear Jennifer 26/65	Ownership Type * Individual	Owner Phone Number 0/16	Owner Email Address 0/75
Elevation 0/10	Tax Key Number * 04631946 8/30	Tax Map Number * R510 004 001 0008 0000 22/30	
Zoning Residential	Year Built * 1992	Year Remodeled	Model Name
ADU * Yes ☐ No ☒	ADU Description 0/300		

House/Lot Info

Continue entering information in the fields based on the property's details. See the example image below. You will notice that some fields are automatically populated. If the auto-populated fields contain incorrect information, simply delete them and enter the correct number of bedrooms, bathrooms, and half-bathrooms.

Approx. Lot Size only allows two decimal spaces. Therefore, you may need to round up or down the amount listed in the public records.

Click the **Special Circumstances** button to enter any special circumstances such as short sale, bankruptcy, etc. If none of these apply, select Not Applicable, as seen below.

House/Lot Info			
Number of Bedrooms 4	Number of Full Baths 3	Number of Half Baths 2	Fixer Upper Yes No
County Tax Living Area 2475	Approx Heated Square Feet 2475	Own Land ☒ Yes No	Furnished No
Sleeps	King Beds	Queens Beds	Full Beds
Twin Beds	Sleeper Sofas	Murphy Beds	Assessed Land Value 10000
Assessed Building Value 22600	Row	Approx Lot Size 0.14	# Lots 1
# Acres 1/ 4 To 1/ 2 Acre	Property Front Faces Southeast	Location	Proposed Construction Not Applicable
Tax Legal Description Lot 56 Ph I Palmetto Hall S/D Pb40 P153	Special Circumstances <input checked="" type="button" value="Not Applicable"/> Special Circumstances		



Rental / Ownershare Information

Continue entering information in the fields as appropriate. See the example image below. You will notice that some fields are automatically populated.

Rental / Ownershare Information				
Current Rental * No	Rental Term Length 0/3	Rental Agent Name 0/45	Rental Agent Phone 0/16	
Rate	Rental Docs YN Yes No	Rental Comments 0/100		

Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.

Remarks/Showing Instructions Tab

Continue entering information in the fields as appropriate. See the example image below.

Location & Type	Agent/Office Info	Property Info	Remarks/Showing Instructions	Features	Energy Efficient	Media	Admin Tab	Open House
Remarks - Confidential Owners cannot close before June 23, 2025. See doc folder for list of improvements & upgrades!				93/650				
Remarks - Public Located in beautiful Palmetto Hall, this spacious 4 BR, 3 BA, 2 half bath home offers a perfect blend of comfort & style. Spanning over 2,500 sq ft, the open floor plan features spacious living & dining rooms w/ large windows that fill the space with natural light. The state-of-the-art remodeled kitchen boasts GE Cafe Series appliances & a large center island w/ custom Arabescato marble from Tuscany, Italy. New LVP flooring throughout except for primary BR & baths. The generous back yard is perfect for entertaining with a large deck & saltwater pool with panoramic views of lagoon & golf course. Overall, this property is not to be missed.				645/2500				
How to Show Showing Time				✖ × ⓘ				
Showing Instructions Two hour notice needed.				23/75				
Remarks Incentives				0/250				

Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.

Features Tab

Continue entering information in the fields as appropriate. Click the buttons in the fields where available to select all the options that apply. Refer to the example image on the following page.



Location & Type	Agent/Office Info	Property Info	Remarks/Showing Instructions	Features	Energy Efficient	Media	Admin Tab	Open House
A/C ✓ Central Air A/C 1/3		Amenities ✓ Community Pool ✓ Gardens ✓ Pickle Ball Court ✓ Security Gate/Guard ✓ Tennis Court(s) Amenities 5/15		Appliances ✓ Dishwasher ✓ Dryer ✓ Full Kitchen ✓ Microwave ✓ Range ✓ Refrigerator ✓ Washer ✓ Wine Cooler Appliances 8/15				
Attic ✓ Attic - Partially Floored ✓ Unfinished Attic 2/3		Construction Features Construction Features 0/2		Exterior Features ✓ Back Porch ✓ Front Porch ✓ Just Painted ✓ Patio ✓ Screened Porch ✓ Sprinklers Exterior Features 6/15				
Exterior Type ✓ Hard Coat Stucco Exterior Type 1/21		Floors ✓ Tile ✓ Wood Floors 2/5		Golf No Golf Private ✓ Public Semi-Private 1/4				
Golf Course Holes 1 Course 2 Courses 3 Courses 4 Courses 5 Courses 6 Courses 9- Hole 18- Hole 0/8		Golf Details Golf Details 0/16		Heat ✓ Heat Pump Heat 1/3				
Interior Features ✓ Ceiling Fan(s) ✓ Fireplace ✓ Many Closets ✓ New Paint Interior ✓ Separate Shower ✓ Smooth Ceilings Interior Features 6/15		Land Adjacent Lot Available Can Be Subdivided Corner Lot Cul-De-Sac Dirt Road Horses Allowed Livestock Allowed RV Resort Pad Right-of-way Stables 0/8		Primary Bedroom Multiple Primary Unit Level None 1st Floor 2nd Floor 3rd Floor 4th Floor 0/8				
Parking ✓ Garage - 2 Car Parking 1/3		Pool ✓ Community Pool 1/4		Restrictions ✓ Community Covenants Restrictions Apply Restrictions 1/10				
Roof ✓ Asphalt Roof 1/2		Rooms ✓ Dining Area ✓ Eat In Kitchen ✓ Garage ✓ Kitchen ✓ Utility Room Rooms 5/26		Style ✓ One Story Style 1/2				
View ✓ Trees/Woods View 1/2		Water/ Sewer ✓ City PSD Water/ Sewer 1/3		Windows Bay Window(s) Impact- Entire Home Impact- Partial Home Insulated Windows Not Applicable Tinted Windows Unknown 0/3				

Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.

Energy Efficient Tab

Continue entering information in the fields as appropriate. Click the buttons in the fields where available to select all the options that apply. Refer to the example image on the following page.

Location & Type	Agent/Office Info	Property Info	Remarks/Showing Instructions	Features	Energy Efficient	Media	Admin Tab	Open House
Green Energy Generation Solar Wind 0/2		Energy Efficient ✓ No Yes 0/18		Green Features Green Features 0/10				
Green Building Verification Type Green Building Verification Type 0/18		Green Energy Efficient Green Energy Efficient 0/10		Green Features Green Features 0/10				
Green Verification Source Green Verification Source 0/4		Green Indoor Air Quality Contaminant Control Integrated Pest Management Moisture Control Ventilation 0/4		Green Sustainably Conserving Methods Onsite Recycling Center Recyclable Materials Recycled Materials Regionally-Sourced Materials Renewable Materials Salvaged Materials 0/7				
Green Water Conservation Efficient Hot Water Distribution Gray Water System Green Infrastructure Low-Flow Fixtures Water Recycling Water-Smart Landscaping 0/6								

Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.



Media Tab

Click the dropdown arrow in the **MLS Virtual Tour Type** field to make the appropriate selection. Enter additional information as desired.

MLS Virtual Tour Type		0/255
Community Tour URL		0/255
Branded Virtual Tour URL		0/255
Unbranded Virtual Tour URL		0/255
Property URL	Yes ☒ No ☐	Property URL 0/255

Photographer Information

Click the drop-down arrow in the **Photographer Company** field and make the appropriate selection. Complete all fields in this required section to ensure copyright laws are enforced. If you are the photographer or if your photographer is not found in the available list, select **None**, then enter your name or the correct photographer's name or company name and complete all the required fields.

Photographer Information		
Photographer Company Name *	Photographer Name *	Photographer Phone *
None	REsides Admin	843-555-1212
Photographer Email *		
admin@resides.io		

Photos

Click the blue Upload Photos button to add all desired photos. You can hold down the Ctrl key on a PC or the Cmd key on a Mac to upload all images at once. Once the pictures are uploaded, you may enter a description for each photo. You may also drag & drop photos into the upload section.

32/100

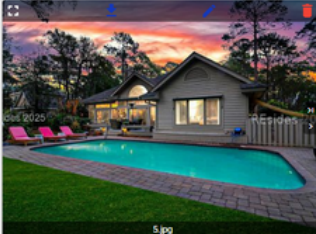
You can drag photos here to upload them

Save to Upload

Upload Photos

Select Multiple

Deleted Photos



Description

5.jpg

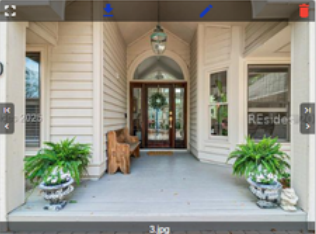
0/50



Description

2.jpg

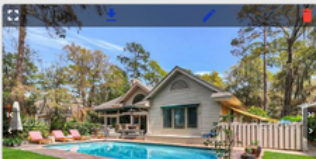
0/50



Description

3.jpg

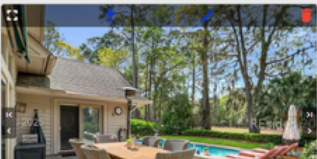
0/50



Description

4.jpg

0/50



Description

5.jpg

0/50



Description

6.jpg

0/50



Click the **Next** button in the bottom-right corner of the screen to proceed to the next tab.

Open House Tab

Set Open House information as desired. Click the + sign next to Add another Open House in the lower portion of the form as needed.

What's Next?

There are several options at the top of the screen:

- **Validate** - Check the listing to ensure all required information is included.
- **Preview** - Generates a listing preview in PDF format, which can be downloaded and saved to your device.
- **Save Draft** - Save as a draft if you're not yet ready to set the listing to Active.
- **Submit** - A pop-up window opens, allowing you to set the listing's status.

Click the drop-down arrow in the Change Status from Incomplete pop-up to make your selection. You may choose Active or Delayed.



You're prompted to confirm the Listing and Expiration dates. Click Change to set the status.

Change Status from Incomplete

Listing Draft598
43 Point West Drive Bluffton, SC 29910

Change Status: Active

Listing Date: 6/11/2025

Expiration Date: 12/11/2025

Cancel Change

Once the listing is Active or Delayed, you will be taken to the following screen.

Add Listings Add Villa/Condo Blank Entry Edit Listing Incomplete Actives Delayed

Search
Search by MLS#, Address, or Agent

Copy Listing Change Status Manage Photos Copy Link History Manage Documents Manage ShowingTime

MLS# 500051

Address 20 Middle Lane Hilton Head Island, SC 29926

Class Residential, Full Size

Status Active

Agent Sharon Crawford

Price \$1,059,999

Created July 22, 2025

Notice the options on the left side of the screen:

- Copy Listing - Copy the listing
- Change Status - You may change the listing's status
- Manage Photos - You may manage photos
- Copy Link - You may share with someone who has editing rights - the link will open in REsides Direct
- History - A history of this listing number
- Manage Documents - upload documents
- Manage ShowingTime - set up ShowingTime's appointment center

Note: You may only add documents after the listing is Active or Delayed. Note the MLS#. A listing must have an MLS# to upload documents. If a listing has a Draft#, the status must be changed to Active or Delayed to add docs.



Accessing Listings

To access listings, use the menu bar across the top of the RESides Direct screen.



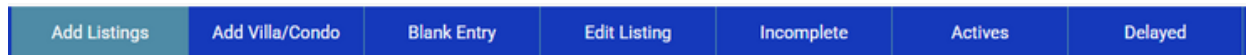
Click on Incomplete to access listings saved as a draft. Also, if you should lose power or your internet connection during listing entry, you can find your listing here, in Incomplete.

Click on Actives to access, edit, or change the status of your Active listings.

Click on Delayed to access, edit, or change the status of your Delayed listings.

Villa/Condo Listing Input

Select Add Villa/Condo from the RESides Direct menu bar.



1. **Search Complex** - As you begin to type, options will appear. Select the appropriate complex. Click **Next**.
2. **Enter the Unit number**. As you begin to type, options will appear. Once you select the appropriate unit number, the system will automatically advance to #3.
3. **Choose an Office** - Enter your office name.
4. **Choose an Agent** - Enter the listing agent's name.
5. **Import Photos** - Yes/No
6. **Click Create**

Choose a Complex - BEACH CLUB SUNSUITE VILLAS

Choose a Unit - 509

Choose an Office - RESides Inc.

Choose an Agent - Sharon Crawford

5 Import Photos

Import Photos from Villa *

✓ Yes No

Back Reset Create



Tarpon Boulevard, 509 Fripp Island, SC 29920
Sharon Crawford Villas/Condos Incomplete

Location & Type	Agent/Office Info	Property Info	Villa Regime Fields	Remarks/Showing Instructions	Features	Energy Efficient	Media	Admin Tab	Open House
Type *	Agreement Type *	List Price *	Owner Signature Date *						
Broker Signature Date	Expire Date *	IDX Opt In? *	Yes No	Consumer Comments? *	Yes No				
Allow AVMs? *	Yes No	Address on Internet *	✓ Yes No	TimeZone	Eastern Standard Time	Observes Daylight Savings Time	✓ Yes No		
Lockbox *	Yes No	Lockbox Serial Number	0/11	Lock Box Type					
Not Included In Sale									

From this point, you will enter the listing input just as explained for a residential listing. You will have an additional tab, the Villa Regime Fields tab. You will find that the majority of the fields are auto-populated, but be sure to entered any required fields as needed.



Edit Listing

Search for the listing you wish to edit by MLS#, Address, or Agent, in the Search Bar.

Search

Search by MLS#, Address, or Agent

Special Edit

Touch Timestamp

Media Timestamp

Preview Listing

Change Status

Manage Photos

Copy Link

History

Check It

View Listing

MLS#

Address

Class

Status

Agent

Incomplete

See a list of your Incomplete listings. Click the blue elliptical menu to review your options.

MLS#	Photo	Address	Class	Agent	Created	Edited	
Draft598		43 Point West Drive Bluffton, SC 29910	Residential			June 11, 2025	
Draft597		15 Heather Lane Hilton Head Island, SC 29926	Residential			June 10, 2025	
Draft596		30 Ruddy Turnstone Road Hilton Head Island, SC 29928	Residential			June 10, 2025	
Draft341		251 S Sea Pines Drive, 1901 Hilton Head Island, SC 29928	Villas/Condos			June 10, 2025	
Draft595		11 Parklands Drive, C1 Bluffton, SC 29910	Rentals			June 10, 2025	
Draft113		9 Harbourside Lane, 7321C Hilton Head Island, SC 29928	Equity/ Shares			June 10, 2025	
Draft593		3 Cedar Reef Drive, E106 Saint Helena Island, SC 29920	Villas/Condos			June 9, 2025	

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Actives and Delayed

See a list of your Active and Delayed listings. You can easily change a listing's status by clicking directly on the status button, as seen in the example below.

Search Search by MLS#, Address, or Agent									
Add ListingsAdd Villa/CondoBlank EntryEdit ListingIncompleteActivesDelayed									
MLS#	Photo	Address	Class	Status	Agent	Contract Date	Created	Edited	
S350949173		0 E Oglethorpe Highway Midway, GA 31310	Commercial	Delayed		May 24, 2019	May 28, 2019	June 12, 2025	
S503040985		Tract 8 East Oglethorpe Highway Hinesville, GA 31313	Land	Delayed		January 27, 2021	January 28, 2021	June 12, 2025	
S502821363		Tract 1 East Oglethorpe Highway Flemington, GA 31313	Land	Delayed		January 24, 2021	January 27, 2021	June 12, 2025	
SS10182830		Lot 87 Oyster Point Drive Midway, GA 31320	Land	Active		March 16, 2021	March 17, 2021	June 12, 2025	
SS10144594		Lot 78 Oyster Point Drive Midway, GA 31320	Land	Active		March 16, 2021	March 17, 2021	June 12, 2025	
SS22100991		9 Longbridge Road Savannah, GA 31410	Land	Active		May 27, 2021	May 28, 2021	June 12, 2025	
SS23066027		1.98AC Fiddlers Cove Townsend, GA 31331	Land	Active		June 15, 2021	June 17, 2021	June 12, 2025	

A pop-up window will open. Click the drop-down arrow to change the listing's status.

ClassStatusAgentCont

Change Status from Active

Listing 1245
7 Cassina Lane Hilton Head Island, SC 29928

Change Status

Active - Under Contract

Temp Off Market

Under Contract

Withdrawn

Once you've made your selection, click the **Change** button in the bottom right corner of the pop-up.



You must complete the requested information, based on the status type you change the listing to. The example below is what you will see when changing the listing from Active to Active - Under Contract.

Status

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Active

Agent

Change Status from Active

Listing 413216
5 Woodstork Watch Okatie, SC 29909

Change Status
Active - Under Contract

Please correct these 3 fields before changing status.
You may encounter issues otherwise.

Flood Ins Required? *

YesNo

Upfront Concession *

YesNo

Showing Instructions
Contact Listing Agents Joe Kearney(541-977-7373) or Emily Kearney(541-420-5271) for Callawassie Island Community and lot/building Information.

143/75

Under Contract Date *

Under Contract Date is required

Projected Close Date *

Buyer Office*

Search by Name

Buyer Agent*

Search by Name or Email

Listing Contingency *

Personal Homebuyer Inspection

Appraisal

Architectural Review

Home Sale

Right Of 1st Refusal

Co-Buyer Office
Search by Name

Co-Buyer Agent
Search by Name or Email

CancelChange



The example below is what you will see when changing the listing from Active to Under Contract.

Change Status from Active

Listing 5510182933
Lot 97 Oyster Point Drive Midway, GA 31329

Change Status
Under Contract

Please correct these 18 fields before changing status.
You may encounter issues otherwise.

OK Opt In? ☐ Yes ☐ No

Allow RVs? ☐ Yes ☐ No

Flood Ins Required? ☐ Yes ☐ No

County

Major Amen

Minor Amen

Legal Number

Legal Address

Upfront Concession ☐ Yes ☐ No

Class Name

Tax Key Number

Zoning
PUD

Remarks - Public
"Yellow Bluff" is the most beautiful coastal cottage and marina community Liberty County has to offer. It is full of charm-front porches with rockers, old live oaks full of spanish moss, and a breathtaking view to St. Catherine Sound. Boasting of southern charm this neighborhood has so much to offer as a base for life long memories. Amenities include a clubhouse, pool, marina with a boat hoist and docks. HOA dues are \$75/month. Once the lot is developed with a home it is \$150/month. Come and see all Yellow Bluff has to offer and prepare to build the cutest river house! We have a selection of house plans to fit this lot from the developer. Yellow Bluff is 33 Ft above sea level so flood insurance is not required. It is about a 15 minute boat ride to St. Catherine's Island beach. Located on the east coast of Liberty County on Colonels Island. Out of the hustle and

How to Show
Vacant

Photograph Counting Name

Photograph Name

Photograph Phone

Photograph Email

Under Contract Date

Under Contract Date is required

Projected Close Date

Close Price

Cancel Change

You will see various options and required fields in the Change status forms, depending on the status change you select.

Complete the fields accurately.



Other Menu Options

There are other options available for managing your listings by clicking the blue ellipsis menu.

- **Preview Listing** - View the listing in a PDF document. You may print or save this document to your device.
- **Copy Listing** - Create a new listing.
- **Change Status** - Change the listing's status.
- **Manage Photos** - Add, delete, or edit photo descriptions.
- **Copy Link** - This is a shareable link that you can use to share with anyone who has editing rights. It will open in RESides Direct
- **History** - See a history of this listing. For example, date entered, date of status change, etc.
- **Manage Documents** - Access and upload documents
- **Manage ShowingTime** - Set up appointment instructions in appointment center

The screenshot shows the REsides Direct interface. At the top, there are tabs for 'Add Listings', 'Add Villa/Condo', 'Blank Entry', 'Edit Listing', 'Incomplete', 'Actives' (selected), and 'Delayed'. Below the tabs is a search bar with the text 'Search by MLS#, Address, or Agent'. The main area displays a table of listings with columns: MLS#, Photo, Address, Class, Status, Agent, Contract Date, Created, and Edited. The table contains several rows of listings. A blue ellipsis menu is highlighted on the right side of the table, next to the listing with MLS# S50051. A red circle highlights the ellipsis menu, and a red arrow points to it. A dropdown menu is open, showing the following options: Preview Listing, Copy Listing, Change Status, Manage Photos, Copy Link, History, Manage Documents, and Manage ShowingTime. The dropdown menu is highlighted with a red rectangle.

MLS#	Photo	Address	Class	Status	Agent	Contract Date	Created	Edited
S350949173		0 E Oglethorpe Highway Midway, GA 31310	Commercial	Delayed		May 24, 2019	May 28, 2019	June 12, 2025
S503040985		Tract 8 East Oglethorpe Highway Hinesville, GA 31313	Land	Delayed		January 27, 2021	January 28	July 22, 2025
S502821363		Tract 1 East Oglethorpe Highway Flemington, GA 31313	Land	Delayed		January 24, 2021	January 27	
S510182830		Lot 87 Oyster Point Drive Midway, GA 31320	Land	Active		March 16, 2021	March 17, .	
S510144594		Lot 78 Oyster Point Drive Midway, GA 31320	Land	Active		March 16, 2021	March 17, .	
S522100991		9 Longbridge Road Savannah, GA 31410	Land	Active		May 27, 2021	May 28, 20	
S523066027		1,98AC Fiddlers Cove Townsend, GA 31331	Land	Active		June 15, 2021	June 17, 21	



Need help?

- Find videos and other training resources by clicking on REsides University on your REsides dashboard. Hover over the Training menu and select Adding & Editing Listings from the list.



- Contact your REsides account manager.



(843) 785-9696



help@resides.io

- Refer to the FAQ on the Adding & Editing Listings training page on the REsides University site.