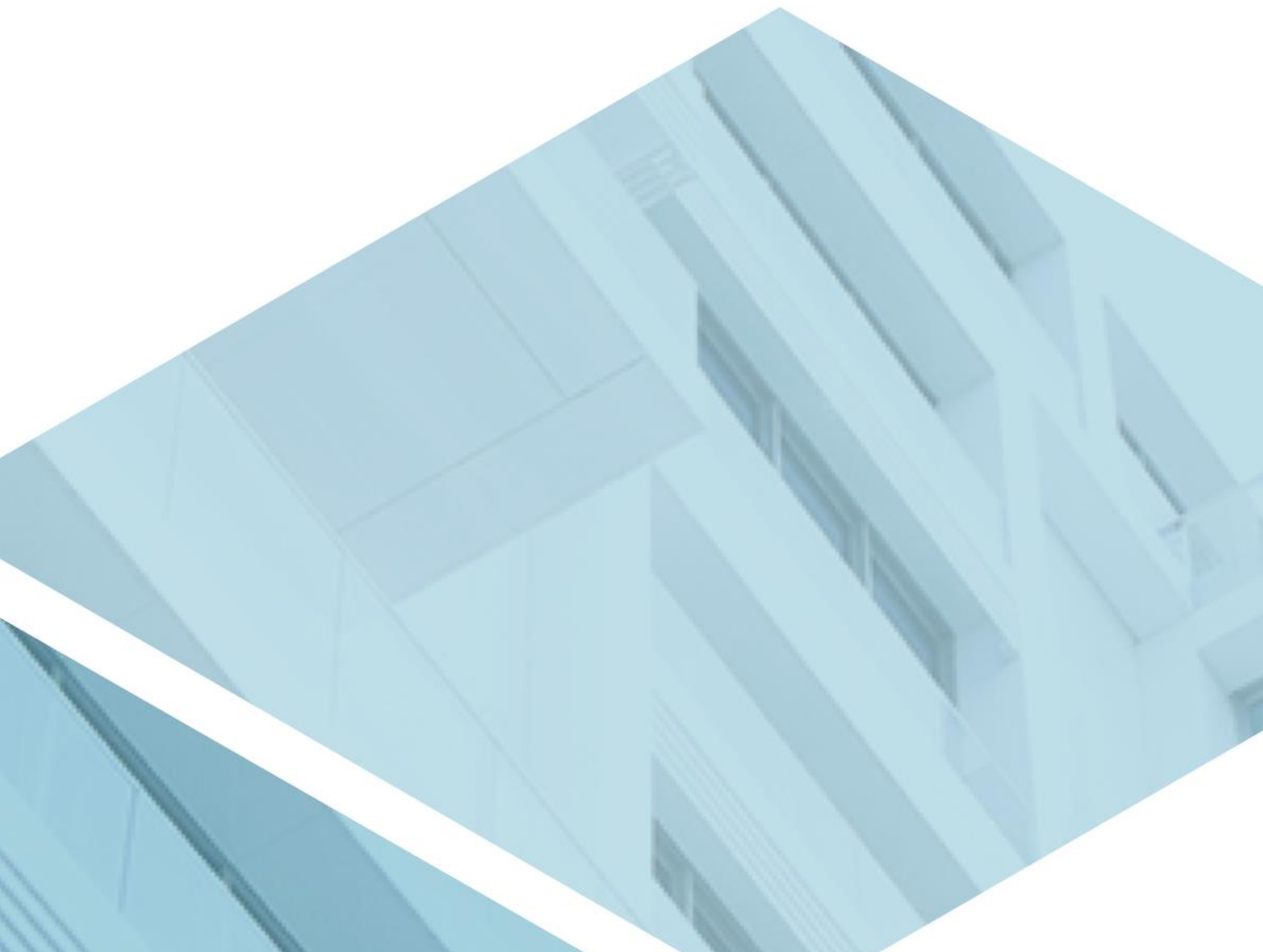




Realist[®]

An Introductory Guide





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Realist® – An Introductory Guide

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Welcome to Realist!

This Introductory Guide is designed to help you rapidly explore the exciting information and tools offered by Realist. Please take a little time to review this guide, the system, and its content. You'll be glad you did, because Realist is quite possibly the most comprehensive information resource available to the nation's real estate professionals.

1. Logging In

Realist is accessible through your MLS system, and as a result, you do not need to log into Realist. When you access Realist, it recognizes who you are and remembers your specific preferences.

From your MLS system you can simply and securely:

- Link to the Realist home page
- Link from a listing display directly to a Property Detail Page on Realist
- Link to other portions of Realist that your MLS may choose to support

When you link, Realist opens in a new window or tab, enabling you to easily toggle back and forth between your MLS system and Realist. When you are done, simply close the Realist window or tab of your browser.

2. The Top Menu Bar

At the top of the Realist interface is a menu bar with the following selections:



- **Logout** allows you to quickly logout of the Realist system.
- **Saved properties** allows you to see the properties that you have added to the saved properties list.
- **Settings** allows you to make changes to report and other configuration options.
- Support provides links to the Realist User Guide and video Tutorials that can help you learn much more about Realist.

Note that the menu bar displays your name. Realist maintains awareness of who you are and how you work to make your time on the system as efficient and personal as possible.

3. The Main Realist Page

Once you open Realist, you will see that its main page is split into three primary panels:

The screenshot displays the Realist application interface. On the left is the **Search** panel with fields for Address, Owner Name, MLS Listing Number, and APN. The Address field is active, showing a dropdown menu with options 'starts with', 'is', and 'contains'. The Owner Name field has a dropdown for 'starts with' set to 'Smith'. The Map panel on the right shows a map of San Diego with various neighborhoods labeled. The Grid panel at the bottom displays a table of search results.

	County	City	Zip Code	Address	Owner name	APN	Building Sq Ft
☒	Orange	Fullerton	92833	1169 W Fern Dr	John Smith	031-020-37	2,500
☒	Orange	Fullerton	92833	1169 Williamson Ave	Monica Ribeiro	031-141-14	6,500
☒	Orange	Anaheim	92801	1169 N Patt St	Wulf Kindler	035-011-38	13,242
☒	Orange	Anaheim	92802	1169 W Locust Ave	Marco Alves	036-291-10	6,460
☒	Orange	Anaheim	92802	1169 W Chateau Ave	Vincent Luggers	036-293-12	6,592
☒	Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
☒	Orange	Anaheim	92802	1169 W Heampshire Ave	Matthew Lina	036-372-10	6,840

- The **Search** panel on the left allows you to access, create, change and save customized searches tailored to your individual search needs. You can hide the Search panel by clicking the caret to the right of the Search panel. This maximizes your view of a Grid or Map. To re-open the Search panel, click the caret again.
- The **Realist Map** panel on the top enables you to view road, aerial or bird's eye views for a region and its homes, to layer important public records, MLS data, and other features over a map, and to perform searches within specific areas.
- The **Grid** panel on the bottom displays the properties returned by any search in a column and row format that can be customized to suit your needs.

Three options are available to manage the Map and Grid. The **Split** view displays the Grid below a Map. If you wish to hide the map, click on **Grid**. If you wish to hide the Grid, click **Map**. If you wish to return to the default view simultaneously showing the Grid and Map, click **Split**.

4. Preferences

When you begin using Realist, you should visit Preferences to configure Realist for your personal use. Changes to Preferences are also recorded during your general use of Realist.

The screenshot shows the 'Search Options' section of the Realist Preferences window. The window has a dark header bar with the 'Realist' logo, a user profile 'Holly Smith', and icons for notifications, settings, and help. A left sidebar contains navigation links: 'Search Options' (selected), 'Reports', 'Email', 'Map', and 'Value Map™'. The main content area is titled 'SEARCH OPTIONS' and contains three sections: 'Navigation to Report' with a checked checkbox for 'Auto-open Property Detail Report when single property is found'; 'Mailing Label' with a checked checkbox for 'Displaying mailing label addresses registered on the Do Not Mail lists'; and 'Sale Transactions' with a checked checkbox for 'Include unmatched sale transactions in search results' and a dropdown menu for 'Suppress unmatched sales older than' set to 'Do Not Suppress'. At the bottom, the 'Search Results' section has a label 'Select maximum number of properties to view' and a dropdown menu set to '1000'. At the very bottom of the window are two buttons: 'Restore Default' and 'Save Changes'.

Preferences are broken into four sections.

Search Options

- Select the maximum number of properties to return from a search (up to 3,000).
- Choose to use or omit properties registered on the “Do Not Mail” list. The Do Not Mail flag is updated quarterly and identifies individuals who have registered with the Direct Marketing Association and other agencies to indicate that they do not wish to receive direct mail solicitations. When you choose to omit properties on the Do Not Mail list, mailing labels will automatically be suppressed for such properties and export files will automatically omit the owners mailing address.
- Choose to show or hide unmatched sale transactions. Unmatched sales are transactions on properties which are not fully reflected in the public records, typically arising from newly formed properties that are not yet individually assessed.

Report Options

- **Report Preferences** controls whether reports are dynamic or fixed formats. Choose dynamic reports to suppress all fields for which a property has no corresponding data to display; choose fixed to include all fields.
- **Comparables Report, Neighbors Report, Neighborhood Profile Report, & Assessor Maps** each enable you to set your preferences to generate these individual reports.

- **Assessor Maps** allows you to choose whether or not to use Realist's Map Viewer to view static Assessor Maps.

Email Signature

- Enter an email signature that will appear as the footer to all email you distribute via Realist.

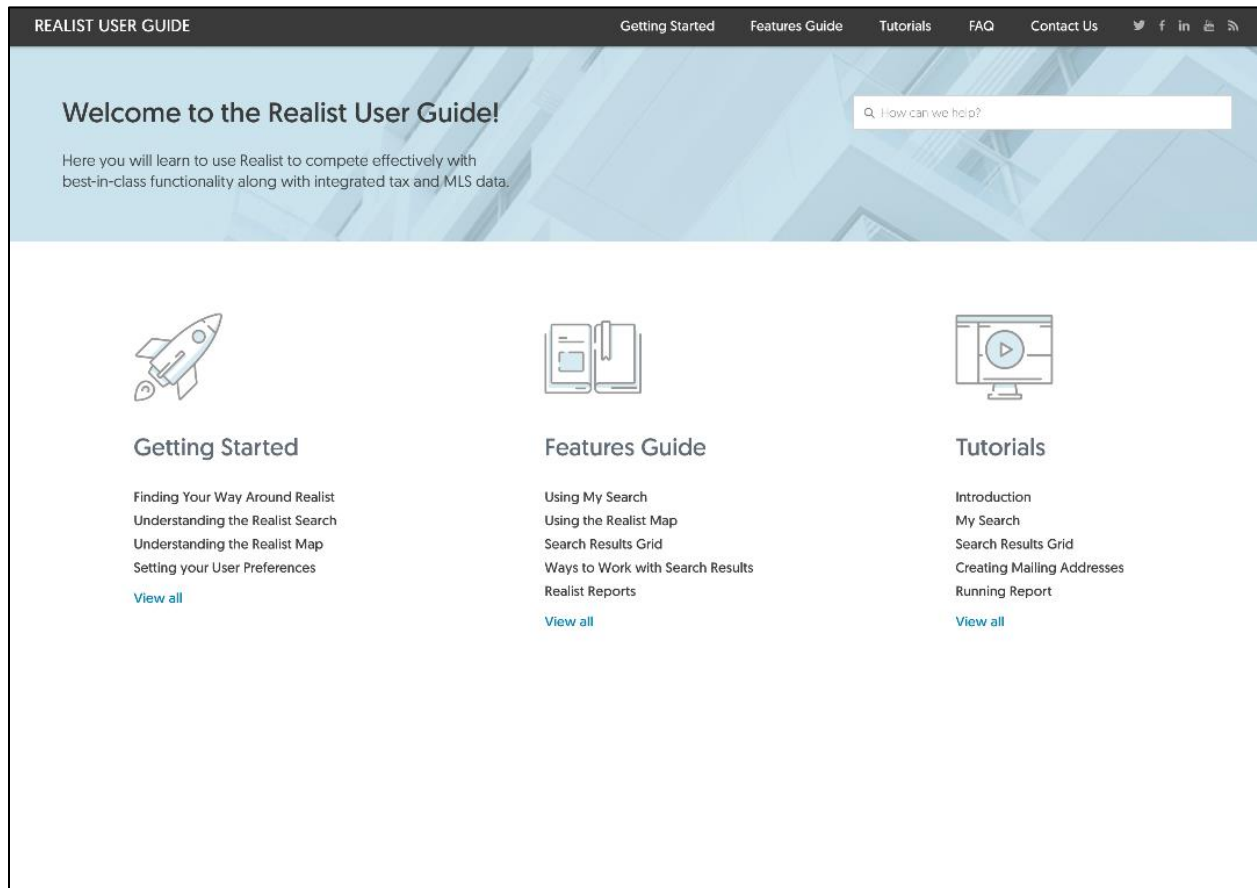
Use the simple formatting options provided by Realist to select a font, size, color, and more.

Map Options

- Display property boundaries, or parcel lines on the map as a default.

The screenshot shows the Realist web application interface. On the left is a sidebar with navigation options: Search Options, Reports, Email (selected), Map, and Value Map**. The main content area is titled 'EMAIL SIGNATURE'. It features a font selection dropdown set to 'Verdana', a size dropdown set to '12', and a set of formatting icons for bold, italic, underline, text color, background color, bulleted list, numbered list, and link. Below these is a text input field containing the signature: 'Holly Smith', 'Real Estate Agent', and 'Characters left: 637'. At the bottom of the main area are two buttons: 'Restore Default' and 'Save Changes'.

5. Realist Help



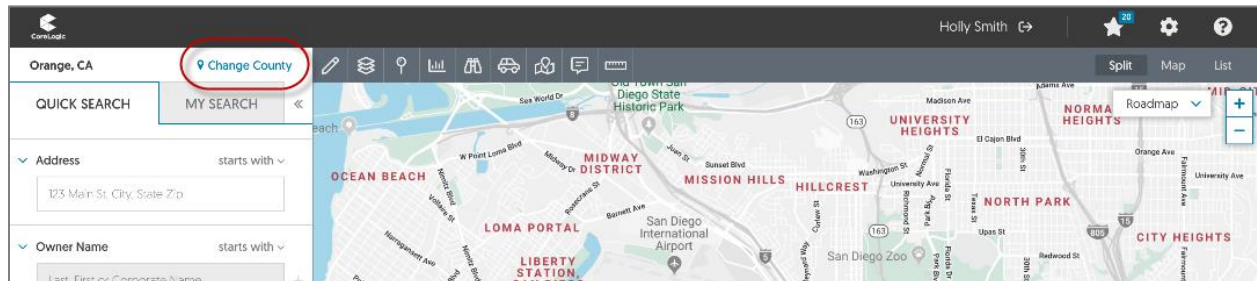
Realist offers a variety of tools to introduce you to the service and answer questions that may arise from time to time.

Click Realist's Help menu to:

- Explore the online **User Guide**.
- Watch the video **Tutorials** on core Realist functionality.
- Determine **Contact** information for your MLS help desk.
- Read the **Legal, Privacy and Microsoft** policies associated with Realist use.

6. Change County

Change County refers to the county or counties in which you wish to search. Click the **Change County** link near the upper left corner of the Realist to select display a list of the counties you are eligible to search through the MLS to which you belong.



Change County

States	Counties	5/8 selected
All States	☐ Alameda, CA ☐ Alpine, CA	
Alabama	☐ Amador, CA ☐ Butte, CA	
Alaska	☐ Calaveras, CA ☐ Colusa, CA	
Arizona	☒ Contra Costa, CA ☐ Del Norte, CA	
Arkansas	☒ El Dorado, CA ☐ Fresno, CA	
California	☐ Glenn, CA ☒ Humboldt, CA	
Connecticut	☐ Imperial, CA ☒ Inyo, CA	
Delaware	☐ Kern, CA ☐ Kings, CA	
Florida	☐ Lake, CA ☐ Lassen, CA	
Georgia	☒ Los Angeles, CA ☐ Madera, CA	
Hawaii	☐ Marin, CA ☐ Mariposa, CA	
	☐ Mendocino, CA ☐ Merced, CA	
	☐ Modoc, CA ☐ Mono, CA	
	☐ Monterey, CA ☐ Napa, CA	
	☐ Nevada, CA ☒ Orange, CA	
	☐ Placer, CA ☐ Plumas, CA	

Selected Counties

Contra Costa, CA

Recording Date: 12/08/2019

×

El Dorado, CA

Recording Date: 09/03/2019

×

Los Angeles, CA

Recording Date: 24/07/2019

×

Los Angeles, CA

Recording Date: 17/06/2019

×

Orange, CA

Recording Date: 02/06/2019

×

Clear Selection

Cancel

Apply

Click Clear selection to instantly clear all selected counties.

Select up to 8 counties to search at a time. Each selected county will be shown on the **Selected Counties** list on the right hand side of the My Region box. Note that the date of the most recently recorded transactions available via Realist also appears below each selected county.

To delete all previously selected counties, click the Clear Selection link appearing above the **Selected Counties** list.

To delete one previously selected county, click the **X** appearing to the left of the county name in the **Selected Counties** list. When your selections are complete, simply click **Apply**. The region you select will remain active and apply to all further searches until you change selected counties at a later time. Of course, if you do not wish to make a change, simply click **Cancel**.

7. Quick Search

The Quick Search enables you to easily search by the most frequently used criteria to find properties by:

- Address
- Owner Name
- MLS Listing #
- Tax ID or APN

Click the plus (+) sign to the right of a search parameter to add additional criteria. Using the plus sign, you can search for 5 owner names at a time, 10 listing numbers at a time, or 15 Tax ID's at a time.

Click “starts with” to change the search logic to “is” and solely find properties with an exact match on your search criteria. “Starts with” allows you to find properties where the first few letters or numbers of your search criteria match the property.

Owner names can be searched in formats such as:

- Smith
- Smith, J
- Smith, John

Address search is special. While you can only search one address at a time, please note that:

- The address search overrides My Region and searches all matching addresses available within your Realist coverage area.
- You can use address search to find properties at an exact address or in a general locale. For example:
 - Search 4990 2nd Street to find a property at that exact address.
 - Search 2nd Street to find all properties on that street.
 - Search 2nd Street Rocklin CA or 2nd Street 95677 to find 2nd Street properties in only that city or zip code.
- To search street names containing numbers, enter 2nd or 5th. Searching by 2 or 5 is not sufficient.
- To search street names such as Saint Albans Ct, enter Saint Albans; St Albans is not sufficient.
- In the event an address search finds a near match to your criteria, it will “auto-suggest” up to 25 possible matches for your criteria.

CoreLogic

Orange, CA [Change County](#)

QUICK SEARCH MY SEARCH <<

▼ Address starts with ▼

123 Main St, City, State Zip

▼ Owner Name starts with ▼

Last, First or Corporate Name +

5 parameters maximum.

starts with ▼ Smith

is ▼ Jameson

is ▼ Clarke

is ▼ Daniels

is ▼ Bradley

▼ MLS Listing Number starts with ▼

> APN starts with ▼

Clear Searches Search

View Results (1760 matches)

1 - 1000 1001 - 2000 2001 - 3000

8. My Search

My Search enables you to quickly create and perform queries to pinpoint properties meeting your research and marketing needs. Many fields – or **Attributes** as they are known in Realist – are available for your use.

Use My Search to open, create and save **Forms** or **Searches**. Forms are searches without saved criteria, whereas Searches are saved forms that also include specific search criteria.

My Search will contain pre-configured searches for your use when you first access Realist. Click the Open icon to review the searches pre-configured for your own MLS, then add the searches that will help your personal, professional needs.

Pre-configured searches display a lock icon such as the Geo Search picture to the right. Locked searches can be saved with a new name but cannot be overwritten or deleted.

The icons at the top of the My Search panel offer the following:

My Search Drop Down find an existing search template or create a new one by clicking on the dropdown list and selecting ‘Create A New Search’ link

Customize Search allows you to edit any additional search template that’s available to you. By default, the last used search template will be displayed on My Search component. Clicking on Customize Search will open the search window to allow you to start customizing the search template.

Save changes by selecting the disk icon. A dialog box opens, allowing you to name search template or search template with values (if there are values in the form).

Clear Searches Instantly clear all search criteria and results by selecting this **Clear Search** icon.

Collapse Icon the My Search panel can be hidden by clicking the caret to the right of the **My Search** panel. This maximizes your view of a Grid or Map. To re-open the My Search panel, click the caret again.

The screenshot displays the CoreLogic 'My Search' interface. At the top, it shows the location 'Orange, CA' and a 'Change County' link. Below this are two tabs: 'QUICK SEARCH' and 'MY SEARCH', with a collapse icon to the right. The 'MY SEARCH' tab is active, showing a search bar with the placeholder 'My Search Name' and a dropdown arrow. Below the search bar are two buttons: 'Customize Search' and 'Save'. The search criteria section includes several filters: 'Zip code' (starts with 12345), 'City' (City name, with a dropdown for 'Anaheim'), 'Foreclosure stage' (Select one), 'Foreclosure Recording Date' (MM/DD/YYYY), 'Foreclosure Auction Date' (is between), 'Distressed Sales' (is), 'Building Sq Ft' (is between), and 'Year Built' (is between). At the bottom, there are buttons for 'Clear Searches' and 'Search'. Below these buttons, it shows 'View Results (1760 matches)' and three pagination options: '1 - 1000', '1001 - 2000', and '2001 - 3000'.

To edit an existing **My Search** form, click **Customize Search** appearing at the top of My Search. This opens a new dialog box in which you may select or de-select search attributes and re-order the attributes.

You may choose to **Show All** attributes, or select a data category such as Owner Information to find a specific attribute. Attributes are presented in alphabetical order. You may select up to 30 attributes to include in a search.

Customize Search

Please select recent saved search or create a new one:

My Search Name

Date Modified: 09/08/2019

My Search name

Search template

Search template with values

Delete Search

Categories	Attributes Options	8/30 selected	Selected Attributes
All Attributes	☐ 3/4 Baths ☐ Address ☐ Alternate Tax ID 2 ☐ Beds ☒ Building Sq Ft ☒ City ☐ Distressed Sale Indicator ☐ Effective Yr Built ☐ Foreclosure Indicator ☐ Full Baths ☐ Land Use - Corelogic ☐ Land Use - State ☐ Lender Name	☐ Above Grade Sq Ft ☐ Alternate Tax ID ☐ Basement ☐ Building Name ☐ Carrier Route ☐ County ☐ Document Type ☐ Fireplace ☐ Foreign Country ☐ Half Baths ☐ Land Use - County ☐ Land Use Category ☐ Lot	Zip code City Foreclosure stage Foreclosure Recording Date Foreclosure Auction Date Distressed Sales Building Sq Ft Year Built Clear Attributes

Cancel

Save

Apply

To re-order the sequence of attributes on search panel, simply drag and drop them into your chosen order under the **Selected Attributes** heading, then click **Apply** to record and use your new or modified My Search. You can also click on **Save** to save the changes but continue to stay on the Customize Search window to make changes to other saved searches.

To delete an attribute from a search, click the “X” by the attribute name on the Selected Attributes panel.

You may also create a brand new search template by clicking on the search template dropdown and selecting ‘**Create New Saved Search**’ link. This will allow you to start selecting new attributes from scratch as a clean slate.

9. Understanding My Search Attributes

Search attributes offer a variety of controls to help you find the properties. To change any search control, click on the operator adjacent to the search attribute to open a drop down selection of available controls.

▼ ZIP Code contains ▼
is
is between
is greater than
is less than
contains
+
▼ City [19]

Numeric attributes such as Zip Code default to find exact numbers using the “is” control. **Numeric attributes also offer** controls to search a range (**is between**), as well as **greater than** or **less than** a number. **Contains** is also a new search operator for finding results with specific numbers or values.

▼ Owner Name is ▼
is
starts with
contains
+
Last, First OR Corporate Name

Text attributes such as Owner Name default to a “**starts with**” control, enabling you to find any result that matches the first few letters you enter into the search box. Text attributes also offer an “**is**” control to find exact matches. “**Contains**” is a new search operator to search for a specific word related to the owner’s name.

▼ Universal Land Use
Q Select from list

Some attributes allow you to search and/or choose values by **Select from a List**, while other attributes offer a drop down for **Yes / No** and other options. For example, the Universal Land Use attribute uses a select from list, while the Foreclosure Indicator attribute uses a yes/no dropdown.

▼ Foreclosure stage
Select one ▼ +

▼ Owner Name starts with ▼
Last, First or Corporate Name +
5 parameters maximum.
starts with ▼ Smith
is ▼ Jameson
is ▼ Clarke
is ▼ Daniels
is ▼ Bradley

Some attributes enable you to enter multiple search parameters; simply enter a value, click the “+” button, and then enter your next parameter. Note that each parameter you enter is displayed below the attribute box. To remove a value, use the “**Trash Bin**” next to that value or click on “**Clear Searches**”.

To eliminate an attribute from the search entirely, simply click on **Customize Search** and remove the desired attribute from the Selected Attribute list. Once this is done, click on **Apply** to close the Customize Search window.

10. The Grid

The **Grid** displays brief information about each property found by a Realist search.

1000 results 1000 selected		Customize Table							
☒			County ▾	City ↕	Zip Code ↕	Address ↕	Owner name ↕	APN ↕	Building Sq Ft ↕
☒			Orange	Fullerton	92833	1169 W Fern Dr	John Smith	031-020-37	2,500
☒			Orange	Fullerton	92833	1169 Williamson Ave	Monica Ribeiro	031-141-14	6,500
☒			Orange	Anaheim	92802	1169 N Patt St	Wulf Kindler	035-011-38	13,242
☒			Orange	Anaheim	92802	1169 W Locust Ave	Marco Alves	036-291-10	6,460
☒			Orange	Anaheim	92802	1169 W Chateau Ave	Vincent Luggers	036-293-12	6,592
☒			Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
☒			Orange	Anaheim	92801	1169 W Heampshire Ave	Matthew Lina	036-372-10	6,840
☒			Orange	Anaheim	92802	1169 N Knollwood Cir	Rickie Baroch	070-761-11	6,240
☒			Orange	Anaheim	92801	1169 N Lotus Cir	Nayah Tantoh	072-372-10	7,000
☒			Orange	Anaheim	92802	1169 N Catalpa Ave	Meg Rigden	141-761-11	6,000
☒			Orange	Anaheim	92801	1169 Dorset Ln	Zeng Wen	141-372-10	6,840
☒			Orange	Anaheim	92802	1169 Paularino Ave	Jana Strassmann	141-761-11	6,000
☒			Orange	Anaheim	92802	1169 Bismark Way	Benedita Tavares	141-372-10	7,000
☒			Orange	Costa Mesa	92626	1169 Augusta St	Harinder Bharwal	141-761-11	6,000
☒			Orange	Costa Mesa	92626	1169 Atlanta Way	Mar Rueda	141-372-78	6,840
☒			Orange	Costa Mesa	92626	1169 Boise Way	Jarrett Cawsey	141-761-16	6,240
☒			Orange	Costa Mesa	92626	1169 S Laraine St	Lisanne Viscaal	141-372-10	6,900
☒			Orange	Costa Mesa	92626	1169 N Mayfair Ave	Hubert Franck	253-761-11	6,000
☒			Orange	Costa Mesa	92626	1169 Livingston Ln	Matthew Lina	253-372-10	6,900
☒			Orange	Costa Mesa	92626	1169 N Knollwood Cir	Francisco Maia	253-761-11	6,000
☒			Orange	Anaheim	92802	1169 W Heampshire Ave	Matthew Braun	253-372-10	6,840
☒			Orange	Anaheim	92802	1169 N Knollwood Cir	Christian Russell	271-761-11	6,000
☒			Orange	Anaheim	92802	1169 W Heampshire Ave	Matthew Lina	271-372-10	6,840
☒			Orange	Anaheim	92802	1169 N Knollwood Cir	Olivia Eklund	280-761-11	6,500
☒			Orange	Anaheim	92802	1169 W Heampshire Ave	Gabriel Pires	280-372-10	6,840

Export ^DownloadEmailLabelsPostcardsReports >

43 results 1 selected									
☐			County ▾						
☐			Orange						
☒			Orange						
☐			Orange						
☐			Orange						
☐			Orange						
☐			Orange						
☐			Orange						
☐			Orange						
☐			Orange						

Click any property on the Grid to highlight that property's location on the Map. Conversely, click any property on the map to highlight the corresponding row on the Grid.

By default, the grid will be sorted by the most relevant search results. To sort all properties on the Grid on a different attribute, click the sort arrow next to any column header. Up arrows indicate ascending sorts; down arrows indicate descending sorts. Currently only one column can be sorted at a time.

Click the check box above all individual rows on a Grid to select or deselect all properties.

Customize Table	
APN	Building Sq Ft
031-020-37	2,500

Click on **Customize Table**, to show or hide columns on the table. Up to 30 columns can be selected and displayed on the grid at any given point in time.

You can also switch to between the grid view and card view option simply by clicking on the card view icon to display search results in card view.

To modify columns appearing on the Grid, select the **Customize Table** option appearing at the top right-hand corner of the Grid.

Customize Table

Categories	Attributes Options 8/8 selected	
All Attributes	☐ 3/4 Baths	☐ Above Grade Sq Ft
Owner Information	☒ Address	☐ Alternate Tax ID
Location Information	☐ Alternate Tax ID 2	☐ Basement
Characteristics	☐ Beds	☐ Building Name
Listing Information	☒ Building Sq Ft	☐ Carrier Route
Assessment & Tax	☒ City	☐ County
Sales Information	☐ Distressed Sale Indicator	☐ Document Type
Foreclosure & Distressed	☐ Effective Yr Built	☐ Fireplace
Mortgage Information	☐ Foreclosure Indicator	☐ Foreign Country
	☐ Full Baths	☐ Half Baths
	☐ Land Use - Corelogic	☐ Land Use - County
	☐ Land Use - State	☐ Land Use Category
	☐ Lender Name	☐ Lot
	☐ Lot Acres	☐ Lot Sq Ft
	☐ Map Page & Grid	☐ Map Ref 2
	☐ Market Area WA	☐ MLS Listing #

Selected Attributes

Address

City

Zip Code

Owner Name

Tax ID

Sale Price

Last Price

Building Sq Ft

Clear Selection

Cancel

Apply

From the dialog box, select or de-select the columns you wish to display on the Grid, your selections appear on the **Selected Attributes** panel on the right where you can drag and drop them into the desired order. When you are done designing your personalized Grid, click Apply. A maximum of 30 columns can be selected.

11. Special Indicators on the Realist Grid

Realist provides a series of indicators that you be included on your Grid.

☒			County ▾	City ⇅	Zip Code ⇅
☒			Orange	Fullerton	92833
☒			Orange	Fullerton	92833
☒			Orange	Anaheim	92801
☒			Orange	Anaheim	92802
☒			Orange	Anaheim	92802

The available indicators, as depicted by the four columns with icons above, are respectively:

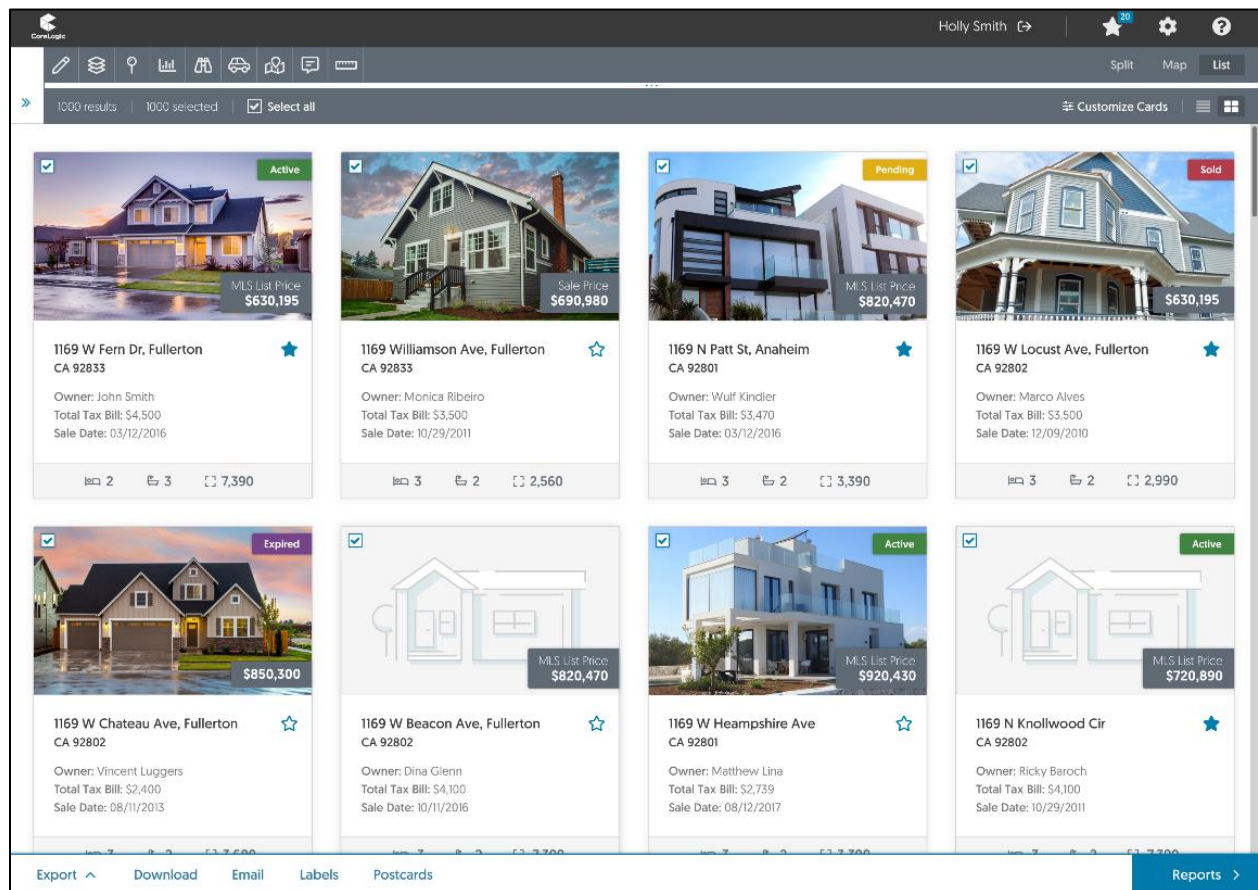
- **MLS Photo Indicator:** This indicator signifies a property for which MLS photos are available. Clicking the camera icon opens up a new window allowing you to view up to 25 agent-uploaded photos attached to a listing in your MLS listing solution.
- **MLS Listing Indicator:** This indicator signifies a property that has appeared in your MLS system. Green flags indicate active listings; orange flags indicate pending listings; red flags indicate sold listings, and purple flags indicate expired listings. Click the listing icon to open a new window and display the listing information for that property via your MLS system.
- **Foreclosure Indicator:** This indicator signifies a home with foreclosure activity; orange flags indicate properties in a pre-foreclosure stage, yellow flags indicate properties in an auction stage, and green flags indicate REO properties. Click the flag to instantly open the Foreclosure Report for that property.
- **Distressed Sale Indicator:** This indicator signifies a property for which the prior sale is likely to have either been a short sale or a bank owned (REO) sale. A purple flag predicts that the last sale was a short sale and a brown flag indicates an REO sale.

12. Card View

Card view allows you to view the search results in “card” layout. To view the search results in “card” layout, simply run a property search and then click on the “card” option on the grid to switch the view.



Once you have selected this option, the search results automatically switch over to card view, as seen below:



It's important to note that when viewing search results in card view option, there are both fixed and customizable attributes that allow you to customize the most relevant attributes to display on the results cards.

Fixed Attributes

The fixed attributes (these cannot be changed) are the following:

- MLS Photo (If available)
- MLS Status Indicator (If available)
- MLS Sales Price (If available)

- Site Address
- Beds
- Baths
- Building Sq Ft

Customizable Attributes

There are up to 3 customizable attributes that you can customize when in card view. To do so, simply click on the Customize Cards link. This will open up a window to allow you to select up to 3 attributes to customize and present on the card. Once attributes are selected, click on Apply button to save the selection.

Customize Cards

Categories	Attributes Options 3/3 selected		Selected Attributes
All Attributes	☐ 3/4 Baths	☐ Above Grade Sq Ft	Owner Name ×
Owner Information	☐ Address	☐ Alternate Tax ID	Total Tax Bill ×
Location Information	☐ Alternate Tax ID 2	☐ Basement	Sale Date ×
Characteristics	☐ Beds	☐ Building Name	
Listing Information	☐ Building Sq Ft	☐ Carrier Route	
Assessment & Tax	☐ City	☐ County	
Sales Information	☐ Distressed Sale Indicator	☐ Document Type	
Foreclosure & Distressed	☐ Effective Yr Built	☐ Fireplace	
Mortgage Information	☐ Foreclosure Indicator	☐ Foreign Country	
	☐ Full Baths	☐ Half Baths	
	☐ Land Use - Corelogic	☐ Land Use - County	
	☐ Land Use - State	☐ Land Use Category	
	☐ Lender Name	☐ Lot	
	☐ Lot Acres	☐ Lot Sq Ft	
	☐ Map Page & Grid	☐ Map Ref 2	
	☐ Market Area WA	☐ MLS Listing #	

Clear Selection

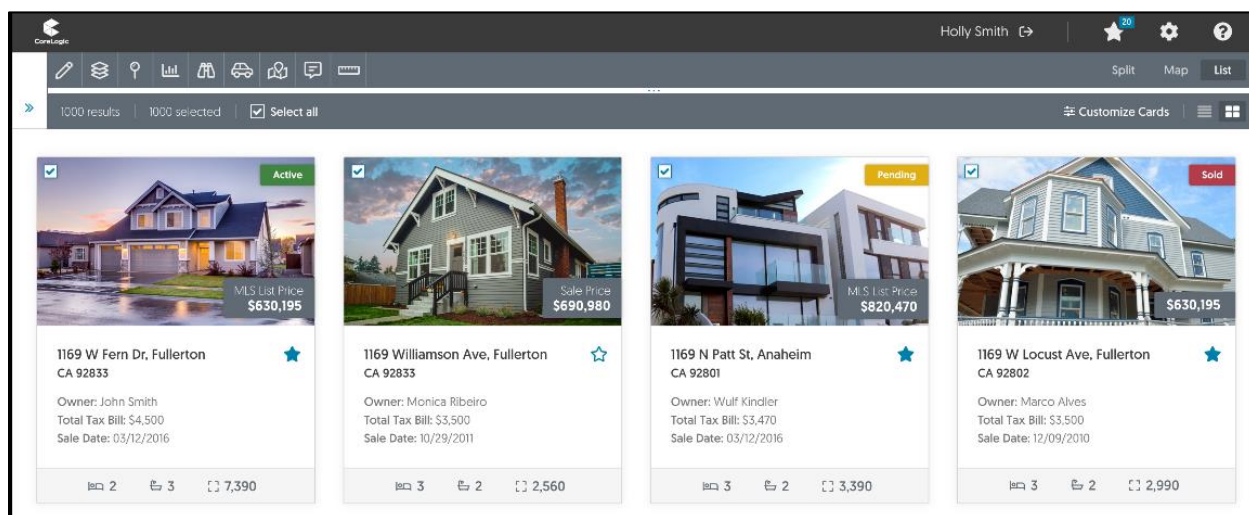
Cancel

Apply

13. Saved Properties List

Saved Properties is a new feature that we're making available as part of the next-generation Realist. With Saved Properties you will be able to select, while in card view, to add properties to a watched list, so that you can return to it the next time you login or access the Realist system.

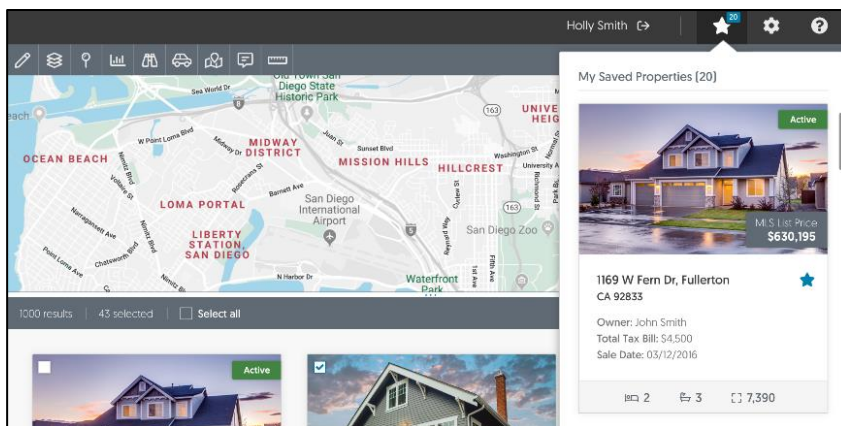
With the Saved Properties feature, you can save up to 50 properties and then you'll also be able to click to view property detail reports, export, generate mailing labels, and order postcards (if available).



Adding Properties to Saved Properties List

You must be in card view in order to add properties to your saved properties list. Once you are in card view, simply click on the “star” icon to add a property to the saved properties list. Once selected, the star icon will be highlighted for that specific property, along with the saved properties count being updated in real-time under the “My Saved Properties” icon in the top menu.

You can always access the My Saved Properties menu by clicking on the star icon at the top of the Realist homepage to expand the menu – this will allow you to view all the properties that you have added to the saved list.



Additionally, you can choose to navigate to the Saved Properties page to view all Saved Properties that you have added by clicking on “Go to Saved Properties” button.

[Go to Saved Properties](#)

Saved Properties Page

The Saved Properties page is where you can view all the properties that have been previously added. All saved properties – up to 50 properties – will continue to appear on this page until you select to remove them from the saved list.

On this page, you'll also be able to export, download, email, create labels, postcards, and view reports for all the saved properties.

To remove a property from the saved properties list, simply make sure the box is checked for that specific property and then click on the Remove from Saved button at the top right corner.

Properties that are removed will immediately disappear from the saved properties list. At any given, you can navigate back to the Realist homepage by clicking on the Back button at the top left.

The screenshot displays the 'Saved Properties' page in the CoreLogic Realist application. The interface includes a top navigation bar with the user's name 'Holly Smith', a star icon, a gear icon, and a question mark icon. A 'Back' button is located in the top left corner. Below the navigation bar, there is a status bar showing '12/20 selected' and a 'Select all' checkbox. A 'Remove from Saved' button is highlighted in a red box in the top right corner. The main content area displays a grid of 8 property cards. Each card includes a photo of the property, a status label (Active, Pending, Sold, Expired), a checkmark, the address, owner information, total tax bill, sale date, and price. The bottom navigation bar includes buttons for 'Export', 'Download', 'Email', 'Labels', 'Postcards', and 'Reports'.

Property	Status	Address	Owner	Total Tax Bill	Sale Date	Price
1169 W Fern Dr, Fullerton CA 92833	Active	1169 W Fern Dr, Fullerton CA 92833	John Smith	\$4,500	03/12/2016	\$630,195
1169 Williamson Ave, Fullerton CA 92833	Active	1169 Williamson Ave, Fullerton CA 92833	Monica Ribeiro	\$3,500	10/29/2011	\$690,980
1169 N Patt St, Anaheim CA 92801	Pending	1169 N Patt St, Anaheim CA 92801	Wulf Kindler	\$3,470	03/12/2016	\$820,470
1169 W Locust Ave, Fullerton CA 92802	Sold	1169 W Locust Ave, Fullerton CA 92802	Marco Alves	\$3,500	12/09/2010	\$630,195
1169 W Chateau Ave, Fullerton CA 92802	Expired	1169 W Chateau Ave, Fullerton CA 92802	Vincent Luggers	\$2,400	08/11/2013	\$850,300
1169 W Beacon Ave, Fullerton CA 92802	Active	1169 W Beacon Ave, Fullerton CA 92802	Dina Glenn	\$4,100	10/11/2016	\$820,470
1169 W Heampshire Ave CA 92801	Active	1169 W Heampshire Ave CA 92801	Matthew Lina	\$2,739	08/12/2017	\$920,430
1169 N Knollwood Cir CA 92802	Active	1169 N Knollwood Cir CA 92802	Ricky Baroch	\$4,100	10/29/2011	\$720,890

14. Realist Reports

Realist reports convey information about the property, market trends, and the community. The reports can be accessed via the Grid or the Realist map.

1000 results | 1000 selected

Customize Table

☒		County ▾	City ▾	Zip Code ▾	Address ▾	Owner name ▾	APN ▾	Building Sq Ft ▾
☒		Orange	Fullerton	92833	1169 W Fern Dr	John Smith	031-020-37	2,500
☒		Orange	Fullerton	92833	1169 Williamson Ave	Monica Ribeiro	031-141-14	6,500
☒		Orange	Anaheim	92802	1169 N Patt St	Wulf Kindler	035-011-38	13,242
☒		Orange	Anaheim	92802	1169 W Locust Ave	Marco Alves	036-291-10	6,460
☒		Orange	Anaheim	92802	1169 W Chateau Ave	Vincent Luggers	036-293-12	6,592
☒		Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
☒		Orange	Anaheim	92801	1169 W Heampshire Ave	Matthew Lina	036-372-10	6,840
☒		Orange	Anaheim	92802	1169 N Knollwood Cir	Rickie Baroch	070-761-11	6,240
☒		Orange	Anaheim	92801	1169 N Lotus Cir	Nayah Tantoh	072-372-10	7,000
☒		Orange	Anaheim	92802	1169 N Catalpa Ave	Meg Rigden	141-761-11	6,000
☒		Orange	Anaheim	92801	1169 Dorset Ln	Zeng Wen	141-372-10	6,840
☒		Orange	Anaheim	92802	1169 Paularino Ave	Jana Strassmann	141-761-11	6,000
☒		Orange	Anaheim	92802	1169 Bismark Way	Benedita Tavares	141-372-10	7,000
☒		Orange	Costa Mesa	92626	1169 August Ave			
☒		Orange	Costa Mesa	92626	1169 Atlantic Ave			
☒		Orange	Costa Mesa	92626	1169 Boise Ave			
☒		Orange	Costa Mesa	92626	1169 S Lamar Ave			
☒		Orange	Costa Mesa	92626	1169 N Main St			
☒		Orange	Costa Mesa	92626	1169 Livingstone Ave			
☒		Orange	Costa Mesa	92626	1169 N Knollwood Cir	Christian Kussen	271-761-11	6,000
☒		Orange	Anaheim	92802	1169 W Heampshire Ave	Matthew Lina	271-372-10	6,840
☒		Orange	Anaheim	92802	1169 N Knollwood Cir	Olivia Eklund	280-761-11	6,500
☒		Orange	Anaheim	92802	1169 W Heampshire Ave	Gabriel Pires	280-372-10	6,840

1169 Williamson Ave, Fullerton
CA 92833
Owner: Monica Ribeiro
Tax ID: 95472-38262

Beds

Baths

Sale Price

Sale Date

3

2

\$2,560

10/06/2017

Report

Export ^
Download
Email
Labels
Postcards
Reports >

To open the Realist report window:

- Click on **Reports** button below the Grid
- Double click any row on the Grid to jump to a specific property
- Click on the report icon accessible by clicking on any parcel on a Realist map

The Realist report window is pictured below. Note the series of tabbed reports accessible across the window.

PROPERTY DETAILS | COMPARABLES | NEIGHBORS | NEIGHBORHOOD PROFILE | ASSESSOR MAP | FLOOD MAP

1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County

Property Statistics:

Beds	Baths	Sale Price	Sale Date	Bldg Sq Ft	Lot Sq Ft	Yr Built	Type
3	2	\$2,560	10/06/2017	6,500	7,390	2009	SFR

OWNER INFORMATION

Owner Name	Monica Ribeiro	Tax Billing Zip	92620
Mail Owner Name	Monica Ribeiro	Ownership Right Vesting	Joint Tenants
Tax Billing Address	1169 Williamson Ave	Tax Billing Address	1169 Williamson Ave
Tax Billing City & State	Ukiah, CA	Owner Occupied	Yes
Tax Billing Zip	95482	Owner Vesting	Unmarried Woman
Tax Billing Zip +4	3938	Owner Last Name	Ribeiro

LOCATION INFORMATION

School District	Newport Mesa	Carrier Route	C034
County Use1	Single Fam Residence	Lot Number	6
Census Tract	524.26	Census Block	05
Zip Code	92620	Census Block Group	2
Tax Billing Zip	95482	Owner Vesting	Unmarried Woman
Zip +4	3938	Owner Last Name	Ribeiro

The default view of the report window is always the Property Detail report, but your MLS system may enable you to link from listings in the MLS system directly to other reports available from Realist.

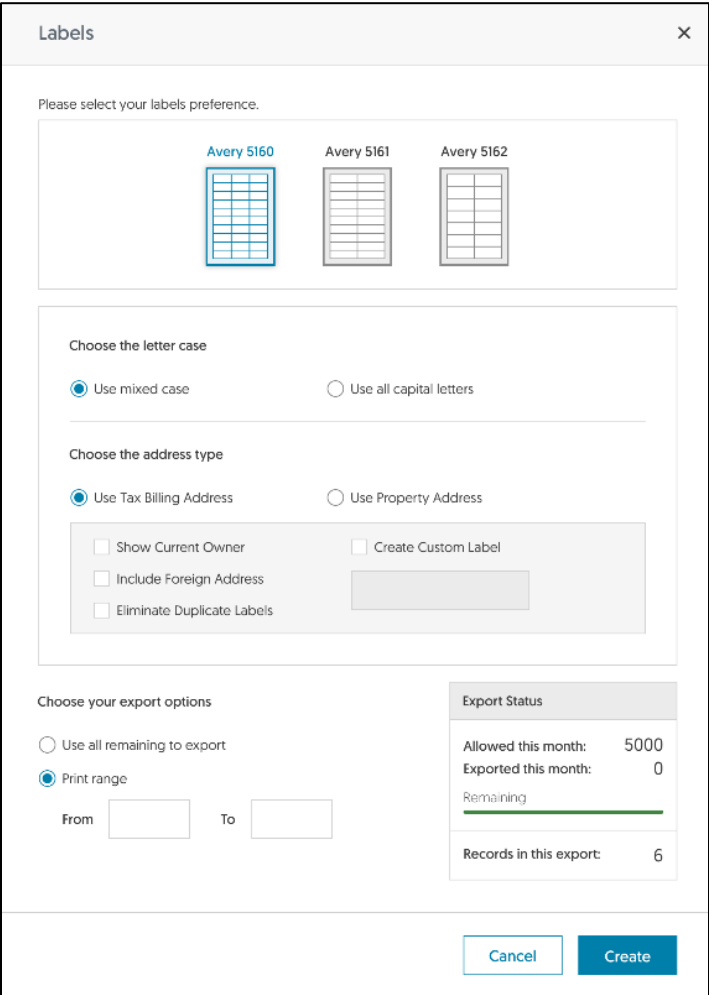
The other reports are accessible by clicking the tabs appearing at the top of the report window. Reports available to your MLS may include:

- Comparables
- Market Trends
- Neighbors
- Neighborhood Profile
- Foreclosure
- Flood Maps
- Assessor Maps
- Building Sketches

To close the entire report window, simply click the **Back** button appearing at the top left of the window.

15. Printing Labels

Printing mailing labels is incredibly easy. First, select the properties on the Grid for which you wish to print labels. Then click the **Labels** button at the bottom of the Grid.



The 'Labels' window is a modal dialog for configuring label printing. It features a title bar with a close button. The main content area is divided into several sections: a label preference selection area with three grid icons (Avery 5160, Avery 5161, Avery 5162), a letter case selection section with radio buttons for 'Use mixed case' and 'Use all capital letters', an address type selection section with radio buttons for 'Use Tax Billing Address' and 'Use Property Address', a section with checkboxes for 'Show Current Owner', 'Include Foreign Address', 'Eliminate Duplicate Labels', and 'Create Custom Label', and an export options section with radio buttons for 'Use all remaining to export' and 'Print range' (selected), followed by 'From' and 'To' input fields. On the right side, there is an 'Export Status' box showing 'Allowed this month: 5000', 'Exported this month: 0', a 'Remaining' progress bar, and 'Records in this export: 6'. At the bottom right, there are 'Cancel' and 'Create' buttons.

Labels

Please select your labels preference.

Avery 5160 Avery 5161 Avery 5162

Choose the letter case

☒ Use mixed case ☐ Use all capital letters

Choose the address type

☒ Use Tax Billing Address ☐ Use Property Address

☐ Show Current Owner ☐ Create Custom Label

☐ Include Foreign Address

☐ Eliminate Duplicate Labels

Choose your export options

☐ Use all remaining to export

☒ Print range

From To

Export Status

Allowed this month: 5000

Exported this month: 0

Remaining

Records in this export: 6

Cancel Create

A new **Labels** window appears that enables you to select label features including label type, mixed case vs. all CAPS, property or tax billing address, customized salutations, and print range.

Click **Create** to generate and print labels. Labels are prepared in a rich text (RTF) format that can be opened using virtually any word processing software.

Though the total number of records for which you can generate labels or exports is limited each month, you can save the label or export files you generate for future re-use.

Exceeds Maximum Results

✕

ⓘ

More than 3000 results exist for this search.

Please choose the method to continue

Export Results

Create Labels

Show First 3000

Refine Search

The maximum number of records displayed by a Realist search is now up to 3,000. You can also generate 3,000 labels at a time by clicking the **Create Labels** button.

Please be patient when you are generating large mailing lists; the process to create the labels may take several minutes.

To learn more about the Do Not Mail flag, please refer to Section 4 about Preferences.

16. Exporting Data

Exporting data from Realist is also incredibly easy. First, select the properties appearing on the Grid for which you wish to export data. Then click the **Export** button at the bottom of the Grid.

On the Grid, check the boxes next to each property that you wish to export. Then click the **Export** button at the bottom of the Grid. You have the option to choose:

- **Grid** to export all checked records and the columns currently displayed on your Grid.

Custom Export

Please select recent saved export or create a new one: My Export Name

My Export name Date Modified: 09/06/2019 Delete Export

Categories	Attributes Options	Selected Attributes
All Attributes	☐ 3/4 Baths ☐ Above Grade Sq Ft	Zip code X
Owner Information	☐ Address ☐ Alternate Tax ID	City X
Location Information	☐ Alternate Tax ID 2 ☐ Basement	Foreclosure stage X
Characteristics	☐ Beds ☐ Building Name	Foreclosure Recording Date X
Listing Information	☒ Building Sq Ft ☐ Carrier Route	Foreclosure stage
Assessment & Tax	☒ City ☐ County	Clear Attributes
Sales Information	Choose your export options	Export Status
Foreclosure & Distressed	☒ Use all remaining to export	Allowed this month: 3000
Mortgage Information	☐ Export range	Exported this month: 1240
	From To	Remaining
		Records in this export: 3

8/460 selected

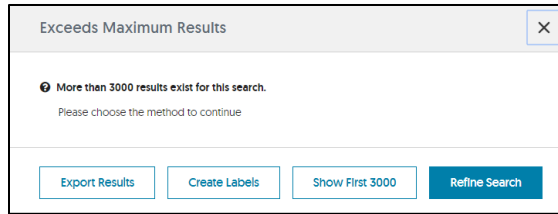
Cancel Save Export

- **Customize** to select attributes from a wide array of choices offered through the **Custom Export** window pictured below.

On the Custom Export window, check the attributes to export. As you do so, the **Selected Attributes** box displays the fields you have chosen. To remove a selected attribute, click the “X” next to it in the Selected Attributes box and it will be removed from your export.

If you wish to save the selected attributes for re-use at a later time, click **Save Export**, which will prompt you to provide a name for the saved export format. Saved formats are available for later use via the **My Exports** box on the lower right corner of the Custom Exports window.

When you are ready to generate the download, click **Export**. Exports are prepared in a CSV format that can be opened using virtually any spreadsheet software. Export files can also be saved for your future re-use.



The maximum number of records displayed by a Realist search is 3,000, you are also able to export 3,000 records at a time by clicking the **Export Results** button. Please be patient when you are generating exports; the process to create the labels may take several minutes.

17. Postcards

Postcards is a new feature from HomeVisit, a CoreLogic company, available with the next-generation Realist. The Postcards option appears at the bottom of the Realist homepage grid (if available for your MLS).

As you run your searches for properties, Realist allows you the option to order postcard prints directly from the Realist application (this is similar to how you would run an export or generate mailing labels).

Once you have narrowed down your searches and are ready to order professional-quality prints, simply make sure that all of your properties are selected and click on the Postcards option.

Within the Postcards window, you are presented with two options:

Current Homeowner's Address will export the tax billing address of the homeowner.

Current Resident's Address will export the property's address.

In cases where the property's tax billing address is the same as the property address, Realist will automatically de-duplicate the export so only one unique address is exported.

Upon clicking on **Proceed**, a new browser tab will open to allow you to finish the ordering process during on HomeVisit's website.

You may not see this feature readily available in your Realist account. Please inquire with your MLS or support staff in order to get this feature added.

18. Downloading & Emailing the Grid and/or Map

The screenshot shows the CoreLogic Realist interface. At the top, there's a map of San Diego with various neighborhoods labeled like Harborview, Little Italy, and Downtown San Diego. A pop-up window displays details for a property at 1169 Williamson Ave, Fullerton, CA 92833, including owner Monica Ribeiro and tax ID 95472-38262. Below the map is a table with 1000 results, showing columns for County, City, Zip Code, Address, Owner name, APN, and Building Sq Ft. The 'Download' button is highlighted in the bottom toolbar.

County	City	Zip Code	Address	Owner name	APN	Building Sq Ft
Orange	Fullerton	92833	1169 W Fern Dr	John Smith	031-020-37	2,500
Orange	Fullerton	92833	1169 Williamson Ave	Monica Ribeiro	031-141-14	6,500
Orange	Anaheim	92801	1169 N Patt St	Wulf Kindler	035-011-38	13,242
Orange	Anaheim	92802	1169 W Locust Ave	Marco Alves	036-291-10	6,460
Orange	Anaheim	92802	1169 W Chateau Ave	Vincent Luggers	036-293-12	6,592
Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
Orange	Anaheim	92802	1169 W Heampshire Ave	Matthew Lina	036-372-10	6,840
Orange	Anaheim	92801	1169 N Knollwood Cir	Rickie Baroch	070-761-11	34,848

Downloading and Emailing the Reports, Table (Grid), Map, Map/Table, Cards, are popular and easy-to-use Realist features. To start, simply click **Download** or **Email**.

Download

The 'Download' dialog box prompts the user to select a download preference. It includes five icons representing different data formats: Reports, Map & Table, Map, Table, and Cards. The 'Download' button is highlighted in blue.

Please select your download preference.

Reports **Map & Table** **Map** **Table** **Cards**

Cancel **Download**

report as it will take time for the PDF to generate.

Once you have completed the search process, selecting **Download** displays the dialog box appearing to the left. Choose to download Reports, Map & Table, Map, Table, and Cards.

A PDF will be generated for each of the download preferences. Each download preference has a **maximum record limit per download** as described: 25 report records, 100 Map & Table records, 100 Map records, 100 Table records, and 50 Card records. Please be patient when you are downloading a large number of records for the full

Email

Similarly, once you have completed the search progress, selecting **Email** displays the dialog box appearing to the left.

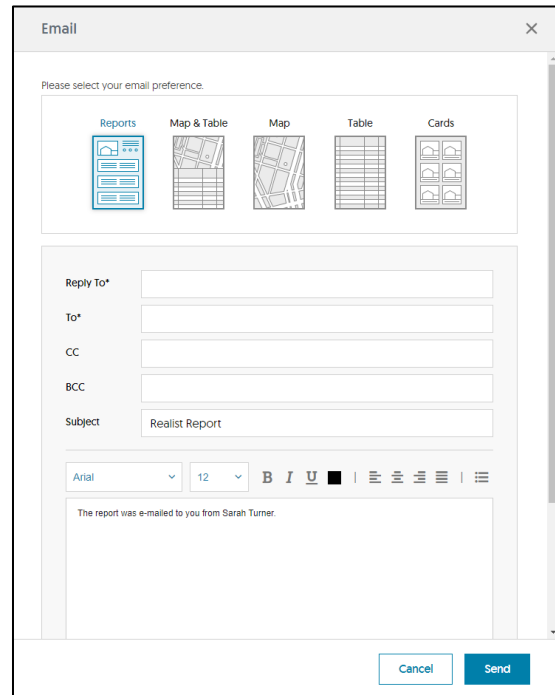
Complete email requirements, including at least your email address and that of your recipient, plus any changes you wish to the subject line, body of the email, and your signature.

Then select to email the Reports, Map & Table, Map, Table, or Cards only

The selected report will be attached to your email as a PDF.

Please note that the same limits for Email is same as Download.

Please be patient when you are emailing a large number of records for the full report as it will take time for the PDF to generate.

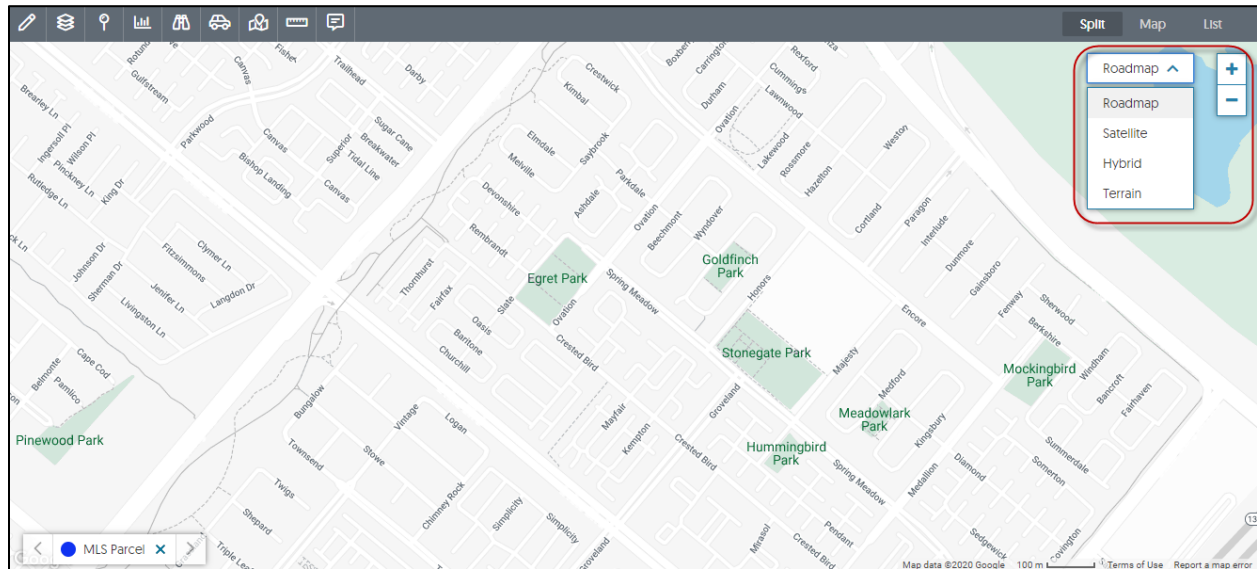


The image shows a software dialog box titled "Email" with a close button (X) in the top right corner. Inside the dialog, there is a section titled "Please select your email preference." which contains five icons: "Reports" (a document with a magnifying glass), "Map & Table" (a grid with a magnifying glass), "Map" (a map outline), "Table" (a grid), and "Cards" (a grid of small cards). Below this section are input fields for "Reply To*", "To*", "CC", "BCC", and "Subject". The "Subject" field contains the text "Realist Report". Below the input fields is a rich text editor with a font dropdown set to "Arial", a size dropdown set to "12", and various formatting icons (bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink). The body of the email contains the text "The report was e-mailed to you from Sarah Turner." At the bottom right of the dialog are two buttons: "Cancel" and "Send".

19. Basic Map Navigation

Core Features

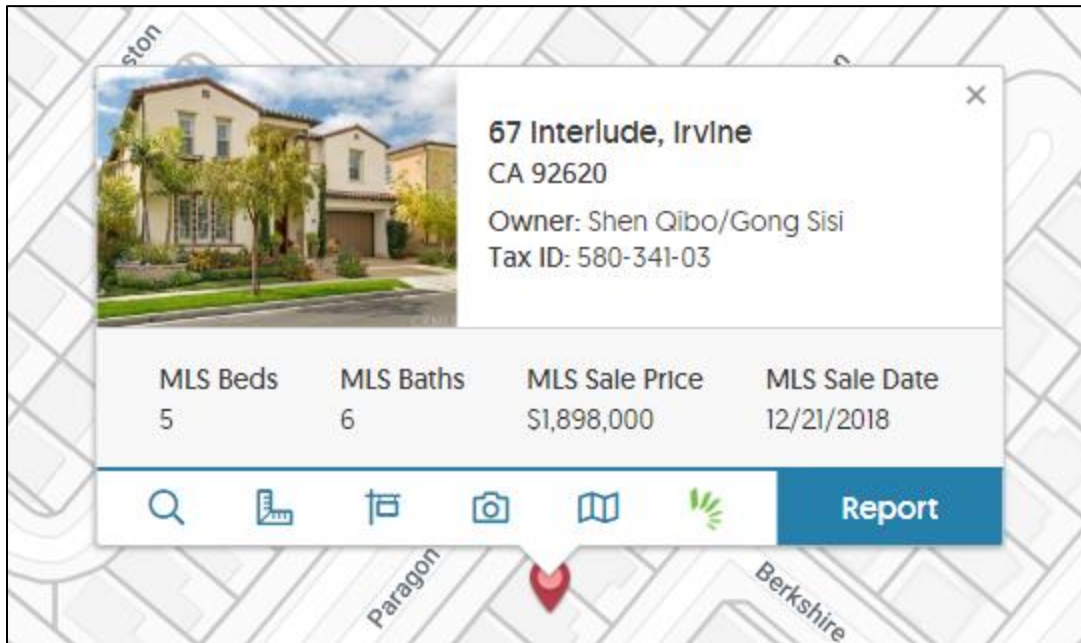
Realist maps offer core features and controls on the upper left hand corner of the map. They are:



- Click the **Plus (+)** or **Minus (-)** signs to **Zoom** in or out; alternatively you can zoom by using the left or the scroll wheel on your mouse.
- Click and hold and move the map left, right, up or down. You can also simply click and drag on the map to the map to pan in any direction.
- Click **Roadmap** to display roads, significant geography, as well as principal points of interest. This is the default view each time Realist maps are initially displayed.
- Click **Satellite** to layer photographic imagery of the homes and terrain over the road view.
- Click **Hybrid** to layer street names and geographical references over an aerial view.
- Click **Terrain** to view homes and terrain at an oblique angle.

Identify

Click any location for which the boundary lines of a property are displayed to display thumbnail information about the property.



The pop up offers the following icons and corresponding options:

	Click the Magnifying Glass to zoom directly to a detailed map view of the property.
	Click the Ruler to display estimated lot dimensions for the property.
	Click the Left/Right Arrows to link directly to your MLS system and a view of the detailed listing information.
	Click the Report icon to view the Realist Property Detail and other reports for the property.
	Click the Photo icon to open a new window displaying a gallery of listing photos for the property.

The displayed options will vary from property to property. For example, the Photo icon will only appear when photos are available for the specific property.

Introduction to the Map Tools

Each icon appearing on the top right of the Realist map opens a suite of corresponding tools. They are:

	Shape Drawing Tools enable you to define one or more areas on the map in which you wish to search or obtain dimensions. Note that drawing tools are not accessible when you are using Quick Search; please click My Search to enable the drawing tools.
	Boundaries enable you to overlay boundaries for zip codes, cities, school districts and other areas on a map.
	Property and Sales Information enables you to identify properties that are distressed, multiply listed, recently sold, or to display properties characteristics and current valuations.
	Trends enable you to display heat maps that show sales, valuation and distressed property trends by zip code or neighborhood.
	Points of Interest enables you to display the location of local businesses and services in a neighborhood.
	Driving Directions enables you to plot point to point directions on a map, accompanied by a turn by turn narrative for the trip.
	Locate on the Map enables you to enter an address, town, or key point of interest on which to re-center the map.
	Line Tool enables you to measure the distance between points on a map. Clicking on the map allows you to change the direction of your measurement and offers a running total of the distance of the line.
	Annotation tool enables you to enter and display on the map. Clicking and dragging allows you to move the text box in a desired location.

To open a tool and view its corresponding options, click on the corresponding icon. To hide the tool, click on the icon again.

Layers selected using map tools are displayed on a map concurrently. For example, you can concurrently display neighborhood boundaries along with flags locating properties that sold in the past 12 months. But you can only display 6 layers on a map at a time; you cannot insert additional layers until you use Clear Map Tools to clear all layers or disable specific layers.

Users find they use the same layers again and again on Realist maps. For that reason, Realist memorizes the layers you last chose to view and will show them again on your subsequent visits to Realist.

The following sections provide additional insight into using each individual map tool.

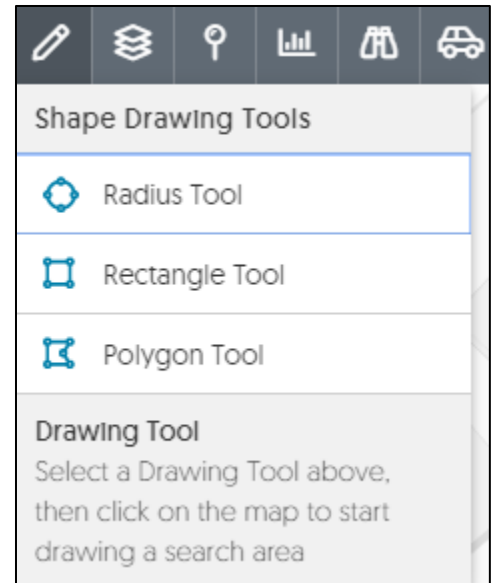
Shape Drawing Tools

Click **Radius**, **Rectangle** or **Polygon** to draw a shape in which you wish to perform a search. Radius draws a circle, rectangle draws a box, and polygon draws irregular, multi-sided shapes. You can draw *multiple* circles, rectangles or polygons to be searched on a map.

Circles and **Rectangles** are drawn by clicking on the map, letting go, and moving the mouse to create the shape size, then clicking again when it is the desired size.

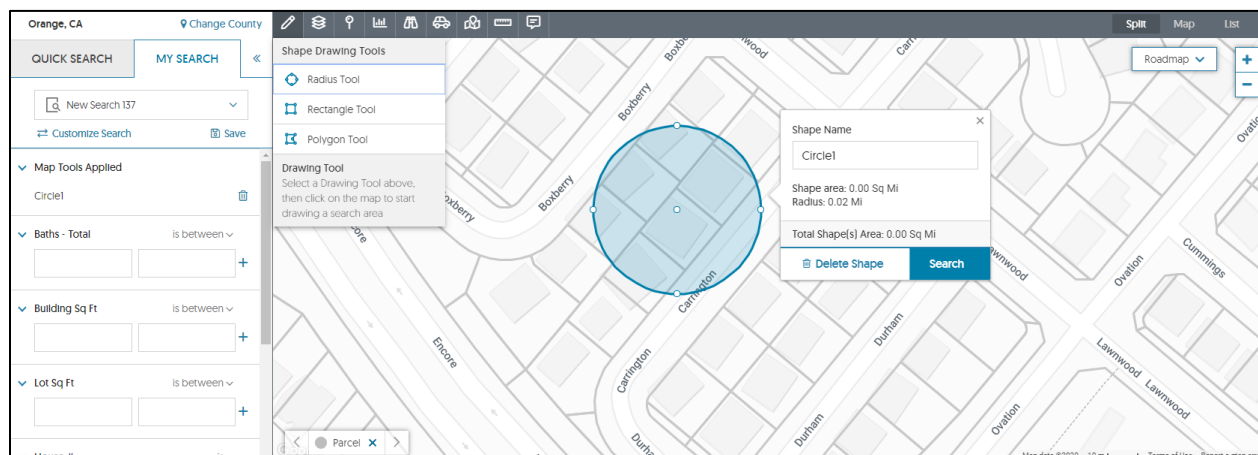
Polygons are drawn by clicking as many points on the map as you like. Click on the point where the polygon started or by double clicking to close the shape.

Shapes can be moved after they are drawn by clicking and dragging the shape. Shape sizes and dimensions can also be edited by clicking on them, then clicking and dragging the grey circles on the shapes to morph the shape and size.



Each time you draw a shape, it is added to the My Search panel as a search attribute. Each shape is given a specific name (for example, Polygon 1, Circle 2, etc.) You can perform a search, then change attributes and add search criteria in the same way that you do in any other search, but the results are always limited to the constraints of the shape(s) that you have drawn.

Clicking a shape provides a pop up that includes information on the size of the shape you drew and allow you to re-name the shape.



To delete a shape, click the **Trash Bin** next to it on the My Search panel. Or, click on the shape on the map and select **Delete Shape** via the pop-up window. Or, click the **Clear Searches** on the My Search component.

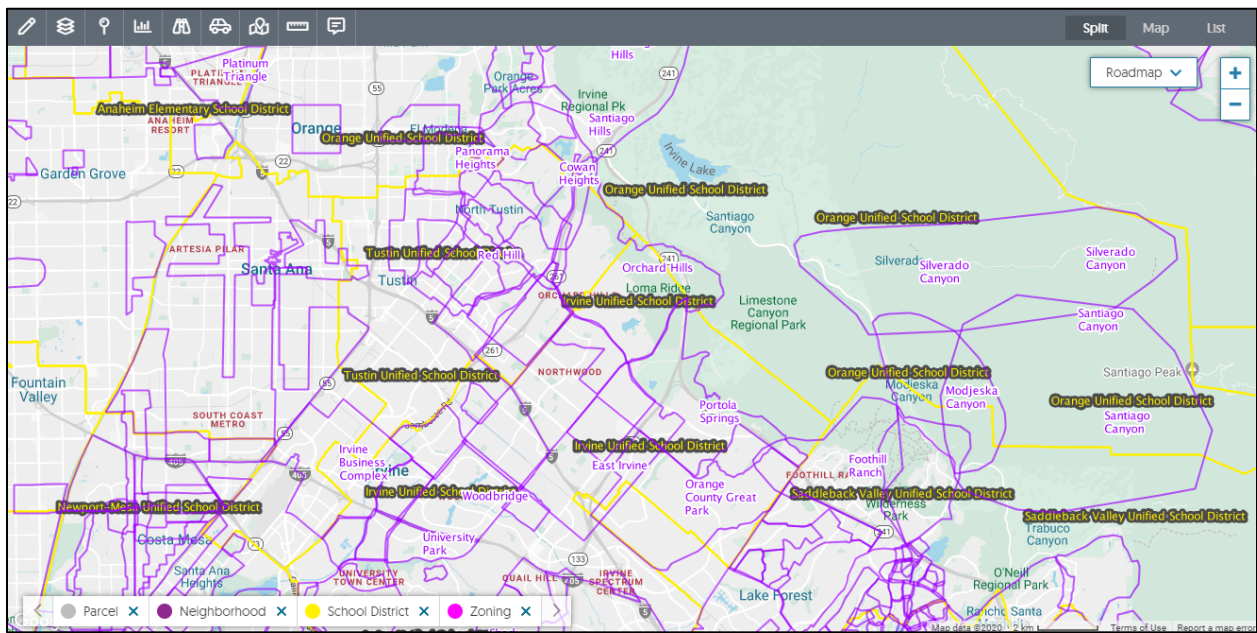
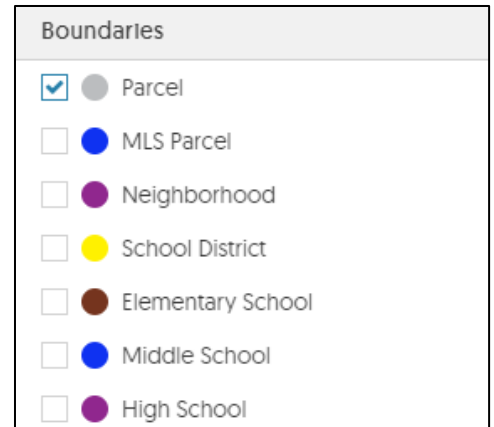
Searches can span one or more shapes you draw on a map, but the maximum area of all defined shapes for which Realist will search is 6.875 square miles.

Boundaries

It is often important to know whether a home is located in or outside a city, school district or other jurisdiction. Boundaries can help!

Click Parcel to display the lot lines of each property. Parcels appear only when the scale displayed on the map's lower right hand corner is 150 yards or less.

Click Zip, City, County or Unified School District to display the boundaries of each.



Click Neighborhood to display the boundaries of common neighborhoods on the map. Click School District to view the school district around a surrounding neighborhood.

Selected boundaries appear in a legend at the bottom of the map indicating the color of each. If a boundary does not appear in legend, it is not available at that level of resolution. You can click on the "X" directly on the map to close any opened boundary.

Property & Sales Information

Maps spring to life when you overlay property and sales information. Each item you select appears on a legend at the bottom of the map. Click each category to open the options; click the category again to minimize its options. If you are not in the appropriate zoom level, you will see the red **Zoom In** indicator (see right). This means you will have to zoom in further to view the enabled item on the map.

Click **Distressed Properties** to select and plot the location of pre-foreclosure, auction, or REO properties, as well as the locations of short sales or REO sales.

Click **Sales and Values** to flag:

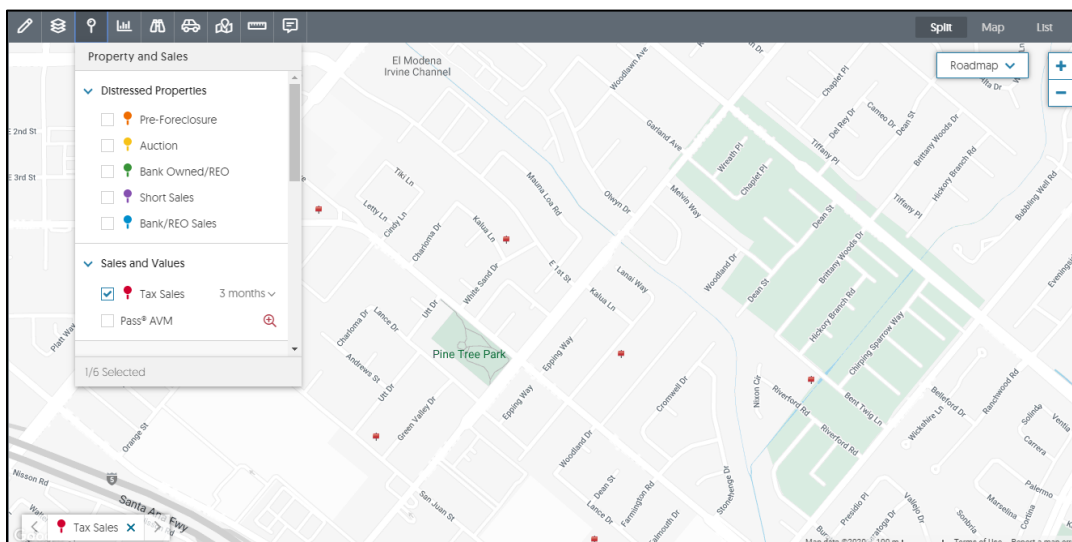
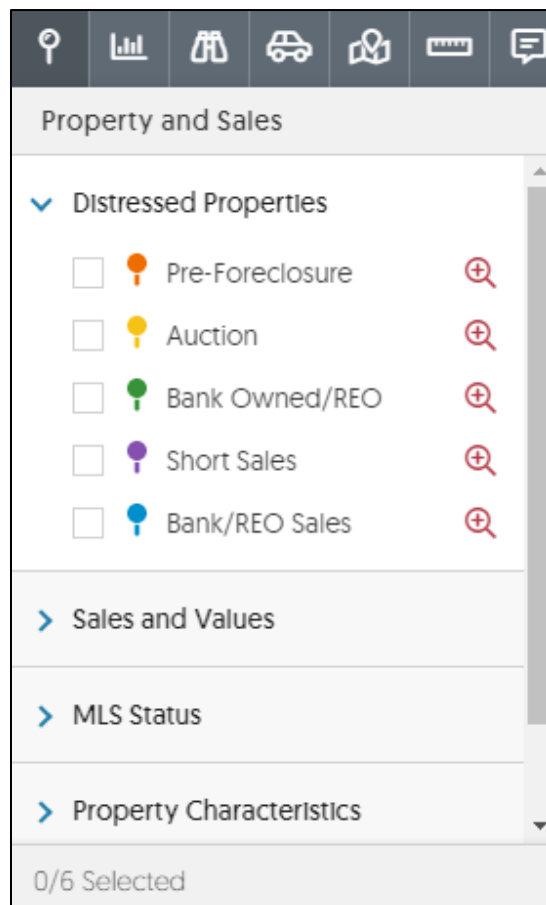
- **Tax Sales** recorded sales in the past 3, 6, 9 or 12 months. Tax Sales include FSBOs.
- **RealAVM** to plot estimated values on top of each property.

Click **MLS Status** to flag the location of Active, Pending or Expired listings. Sold and expired listings must be filtered within 3, 6, 9 or 12 months.

Click **Property Characteristics** to overlay information such as lot area, bed/bath, or building area of properties on the map.

Note that the tool bar pictured to the right shows the flag associated with each selection. As shown on the sample map below, the selected flags are also displayed on a legend at the bottom of the map.

Note that tools such as Lot Area (Property Characteristics) without a corresponding icon display the data itself overlaying each property.



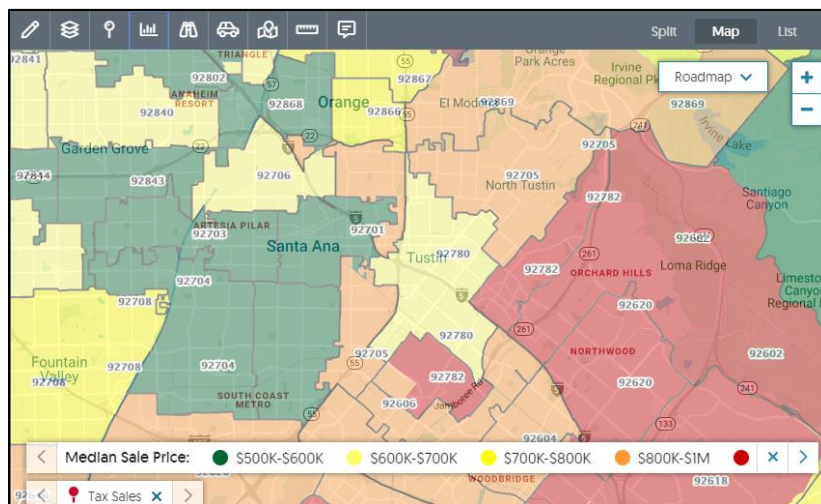
Trend Layer

The **Trend Layer** enables you to visualize patterns related to home sales, values and distressed properties on a map. You may know these layers as heat maps or thematic maps. To display a Trend Layer, you must select:

Type of trend: Such as Median Sale Price, Sales Activity, or % of homes in Foreclosure. Select None to turn off the Trend Layer.

Aggregation Level: Select Zip Code or Neighborhood

Property Type: Select Single Family Residential, Condos or both.



Trends

▼ Type

- ☒ None
- ☐ Median Sale Price
- ☐ Median MLS Sale Price
- ☐ RealAVM™
- ☐ Sales Activity
- ☐ Median Sq Ft Cost
- ☐ # of Homes in Foreclosure
- ☐ % of Homes in Foreclosure

▼ Aggregation Level

Opacity Scale

1/6 Selected

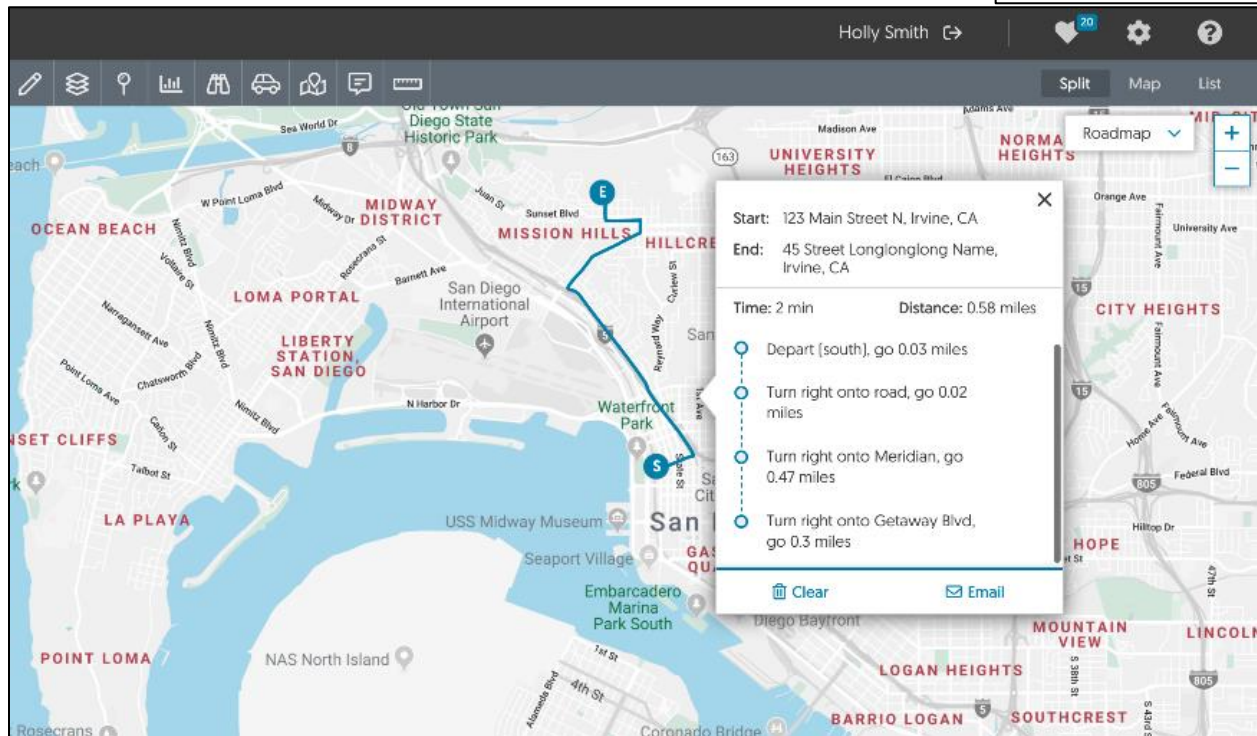
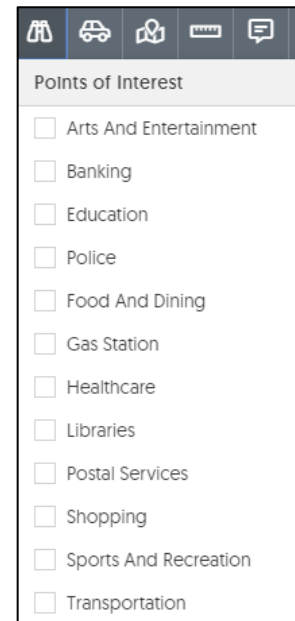
You can optionally select an **Opacity Scale**. Think of opacity as the level of transparency. Lower opacity reveals more of the underlying layers; higher opacity obscures the underlying layers.

Click on an area while pressing the **Ctrl** key to see more information about the trend data in a specific neighborhood or zip code.

Points of Interest

Points of Interest enable you to depict the location of businesses and services near a home or in a community. For example, you may wish to show a prospective buyer the location of restaurants and shopping locations near a home.

Click the icon for each point of interest displayed on a map to learn the address and contact information about that point of interest.



Driving Directions

To load driving directions on the map, enter the starting and ending point in the **Drive From** and **Drive To** dialog box.

Directions are automatically calculated and presented on the map. Directions can be emailed to an email address of your choice. Simply click on Email to open the email window.

To remove driving directions from the map, you must click in the **Clear** button contained in the Driving Directions dialog box.

20. Property Detail Report

The **Property Detail Report** is the key and default Realist report for properties.

PROPERTY DETAILS | COMPARABLES | NEIGHBORS | NEIGHBORHOOD PROFILE | ASSESSOR MAP | FLOOD MAP

1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County

Property Summary:

Beeds	3	Baths	2	Sale Price	\$2,560	Sale Date	10/06/2017	Bldg Sq Ft	6,500	Lot Sq Ft	7,390	Yr Built	2009	Type	SFR
-------	---	-------	---	------------	---------	-----------	------------	------------	-------	-----------	-------	----------	------	------	-----

OWNER INFORMATION

Owner Name	Monica Ribeiro	Tax Billing Zip	92620
Mail Owner Name	Monica Ribeiro	Ownership Right Vesting	Joint Tenants
Tax Billing Address	1169 Williamson Ave	Tax Billing Address	1169 Williamson Ave
Tax Billing City & State	Ukiah, CA	Owner Occupied	Yes
Tax Billing Zip	95482	Owner Vesting	Unmarried Woman
Tax Billing Zip +4	3938	Owner Last Name	Ribeiro

LOCATION INFORMATION

School District	Newport Mesa	Carrier Route	C034
County Use1	Single Fam Residence	Lot Number	6
Census Tract	524.26	Census Block	05
Zip Code	92620	Census Block Group	2
Tax Billing Zip	95482	Owner Vesting	Unmarried Woman
Zip +4	3938	Owner Last Name	Ribeiro

TAX INFORMATION

APN RNEW	580-331-01	Improved Assessment	\$739,234
Tax Year	2017	% Improved	50%

Navigating the Property Detail Reports

To the right of the Property Detail Report is a vertical list of all properties appearing on the Grid. Click any property on the list to view that Property Detail report. Or click on the left or right arrow above the list to navigate to the previous or next property on the list.

Report Sections

While the content of each Property Detail reports varies from county to county, property to property, and MLS to MLS, **Property Detail Reports** are universally organized by grouping like data in sections such as:

- Property Summary
- Owner Information
- Foreclosure Information
- Location Information
- Tax Information
- Assessment & Tax Table
- Characteristics
- Features
- Estimated Value
- Listing Information
- Last Market Sale & Sales History
- Mortgage History
- Foreclosure History
- Property Map

Section Controls

You can show or hide sections that appear on the Property Detail Report by clicking on the **Customize View** link at the top right section of the page. This will open up the **Customize View** window.

Then click on each section of the report you wish to show or hide. When your selections are final, move your mouse outside the selection box to **Apply**.

Realist memorizes your selections and will continue to show the selected sections until you modify the sections you wish to view again.

The choices you make here also directly impact the content of reports you print or email. For example, to remove mortgage history from an email to a client, hide that report section before printing or emailing the report.

Customize View

Available13/13 selected

☒ Property Summary

☒ Location Information

☒ Assessment & Tax

☒ Features

☒ Listing Information

☒ Mortgage History

☒ Property Map

☒ Owner Information

☒ Tax Information

☒ Characteristics

☒ Estimated Value

☒ Last Market Sale & Sale History

☒ Foreclosure History

Selected

Property Summary

Owner Information

Location Information

Tax Information

Assessment & Tax

Characteristics

Clear Selection

Cancel

Apply

County Links

Depending on the Realist configuration developed for your MLS, Property Detail Reports may also include links:

- From the APN or Tax-ID to the county assessor's site to display assessor information
- From a County Treasurer button to a county treasurer's site to determine tax payment status
- From the document number to the county recorder's site to display a copy of the recorded document

21. Comparables Report

Click the **Comparables** tab to automatically display a list of potentially comparable sales, select the one you wish to use, and then click Generate Comparables Report. If you wish, you may also modify the default search criteria and re-run the search prior to selecting the sales you wish to use.

Selecting Comparables

The screenshot displays the 'Comparables' tab in a software interface. At the top, there's a navigation bar with tabs: 'Back', '1 of 5', 'PROPERTY DETAILS', 'COMPARABLES' (active), 'NEIGHBORS', 'NEIGHBORHOOD PROFILE', 'ASSESSOR MAP', and 'FLOOD MAP'. Below this, a search bar shows the address '1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County'. A 'Search Criteria' button is on the right.

The main area is divided into three sections:

- Map:** A map of San Diego showing the subject property and several prospective comparables marked with numbered pins (1-9). The map includes labels for various neighborhoods like Gaslamp Quarter, South Park, and Barrio Logan.
- Summary Statistics:** A table showing metrics for the subject property and the selected comparables.

	High	Low	Median
IRESK2 Sale Price (45)	\$2,130,000	\$725,000	\$1,278,000
MLS Sale Price	\$2,160,888	\$3,800,000	\$1,249,000
CREV Purchase Price	N/A	N/A	N/A
Building Sq Ft	4,065	2,336	4,065
Gross Area	4,065	2,336	4,065
Price Per Sq Ft	\$531.58	\$1.50	\$448.89
Total Appraised Value	N/A	N/A	N/A
Total Assessed Value	\$1,937,592	\$769,348	\$1,254,130
Total Market Value	N/A	N/A	N/A
- Comparables Grid:** A table listing 50 comparables found, with 9/20 selected. The grid includes columns for County, City, Zip Code, Address, Owner name, APN, and Building Sq Ft. The first few rows are:

	County	City	Zip Code	Address	Owner name	APN	Building Sq Ft
☒	Orange	Fullerton	92833	1169 W Fern Dr	John Smith	031-020-37	2,500
☒	Orange	Fullerton	92833	1169 Williamson Ave	Monica Ribeiro	031-141-14	6,500
☒	Orange	Anaheim	92801	1169 N Patt St	Wulf Kindler	035-011-38	13,242
☒	Orange	Anaheim	92802	1169 W Locust Ave	Marco Alves	036-291-10	6,460
☒	Orange	Anaheim	92802	1169 W Chateau Ave	Vincent Luggers	036-293-12	6,592
☐	Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
☐	Orange	Anaheim	92802	1169 W Hampshire Ave	Matthew Lina	036-372-10	6,840
☒	Orange	Anaheim	92802	1169 W Beacon Ave	Dina Glenn	036-371-03	6,990
☒	Orange	Anaheim	92802	1169 W Hampshire Ave	Matthew Lina	036-372-10	6,840

At the bottom, there are buttons for 'Show Photos', 'Download', 'Email', and 'Generate Report'.

When a comparable search completes, it displays:

- A **Comparables Map** on the upper left depicting the geographic location of the subject and each prospective comparable
- **Summary Statistics** on the upper right depicting high, low and median metrics about the selected comparables.
- A **Comparables Grid** on the lower half of the window depicting basic facts about the Subject property on the top row and prospective comparables on subsequent rows

Each row on the **Comparables Grid** can be selected or deselected. As you select and deselect properties on the Comparables Grid, the Comparable Map and the Summary Statistics are automatically updated.

Review each section – the Comparables Grid, Comparables Map and Summary Statistics -- to determine which properties will result in the most effective final report.

Also note that you can:

- Click the **View Property Detail** icon on each row if you wish to fully explore property information before deciding if the property is truly comparable.
- Click the **Hide Statistics** button on the far right if you wish to enlarge the Comparables Map.
- Click **Map | Grid | Split** to toggle between different views.

When you have chosen all the comparable properties for your report, click the **Generate Comps Report** button below the Comparables Grid. Your report will be available in a moment.

Modifying the Comparable Search Criteria

From time to time, you will find it useful to modify the criteria to find, sort, and report comparable data.

Comparables Search Criteria

Number of Comparables

50

50 comparables maximum

Sort Method

Distance from Subject (Closest)

☒ Include Property Images

☒ Include Value Projected by Assessment

☒ Include Value Projected by Sq Ft

☒ Include RealAVM™

Data Source

☐ Tax

☐ MLS

☒ Both

Pool

☒ No Preference

☐ With Pool

☐ Without Pool

Distance from Subject

10

10 miles maximum

Sale Price

From

Select One

To

Select One

Year Built

From

2005

To

2003

Field To should be greater than From

Key search criteria options with which you should be familiar are:

- **Number of Comparables**
Select the maximum number of comparables to potentially include on a report. You can select 5 to 50 properties.
- **Sort Method**
Select the means by which to order comparable sales. The default sort sequence is by **Distance from the Subject Property**, and other sort options include by **Sale Date**, by **Sale Price**, and by **Living/Building Area**.
- **Report Options**
Four report options enable you to **Include Property Images**, **Include Value Projected by Assessment**, **Include Value Projected by Square Feet**, and **Include RealAVM** on the final comparable report.
- **Data Source**
You can search comparables **Tax** data, **MLS** data, or **Both**. Note that Comparable Searches using Tax data permit you to also utilize criteria pertaining to Distressed Sales.
- **Distance from Subject**
Choose the maximum distance from the subject property that you wish to find comparable sales. You can select distances from a tenth of a mile to 10 miles.
- **Sale Price**
Entering a high and/or low sales price plainly enables you to find comparables within a defined range. Less obviously, entering a low sales price enables you to eliminate closed rental transactions that may otherwise be returned as comparable sales within MLS data.

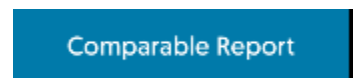
When you complete modifications to the Comparable Search Criteria, click:



- **Save and Submit** saves the revised criteria for future searches, then executes the search.
- **Submit** executes the search without saving the revised criteria.
- **Cancel** abandons the changes and exits the Comparables Search Criteria screen.

Generating the Comparable Report

When you are ready to prepare the Comparable Report, click the “Comparable Report” button on the lower right of the comparable screen. The report will be generated in a moment and contain:



The default display includes:

- **Map** showing the location of the subject and comparable properties
- **Search Criteria** appear at the top of the Comparable Report

- **Summary Statistics** for the selected subject property and selected comparable sales. Statistics show the high, low, median and average values for the subject property and the selected comparables. Statistics may also include:
 - The projected value of the subject property calculated by applying the average price per square foot of the selected comparables to the square footage of the subject property
 - The projected value of the subject property calculated by applying the average ratio between sale price and assessed value for the selected comparables to the assessed value of the subject property
 - RealAVM, the estimated value applied by the CoreLogic automated valuation engine

All comparable reports include the columnar comparison of the subject property and selected comparables pictured below. Click the right and left arrows located near the middle section of the report to traverse back and forth through the comparables.

COMPARABLES		3/10 Comparables		
	Subject Property	Comparable 1	Comparable 2	Comparable 3
				
Address	1169 Williamson Ave	80 Hazelton	54 Rexford	212 Shelbourne
Annual Tax	\$13,301	\$18,054	\$17,238	\$15,138
Bathrooms (Half)	MLS: 1			1
Bathrooms (Full)	MLS: 4	4	3	2
Bathrooms (Total)	MLS: 5	4	3	3
Beds (100)	MLS: 4	4	4	3
Building Sq Ft	MLS: 4,378	3,261	2,543	2,456
Building Name				
City (19)	Fullerton	Fullerton	Fullerton	Fullerton
Neighborhood Code				
Cooling Type				
County Use	Single Fam Residence	Single Fam Residence	Single Fam Residence	Single Fam Residence
Condition		0,16	0,28	0,33
County	Orange	Orange	Orange	Orange
Distance (miles)	\$822.654	\$1,937.475	\$769.475	\$1,234.343
Exterior				
Lot Sq Ft	4,543	4,008	3,900	3,678
Garage Capacity	MLS: 2	MLS: 2	MLS: 2	MLS: 2

Click on the **Edit Report** button if you wish re-select the comparable sales to be included on the report.

Edit Report

The search criteria can be modified by clicking **Modify**, then **Search**.

The default report sections can be modified by clicking **Modify**, then **Display**.

22. Market Trends Report

The Market Trends report is not available at this time. Once the Market Trends report is available, we will be publishing an updated Realist user guide.

23. Neighbors Report

Back

1 of 5

PROPERTY DETAILS

COMPARABLES

NEIGHBORS

NEIGHBORHOOD PROFILE

ASSESSOR MAP

FLOOD MAP

1169 Williamson Ave

Fullerton, CA 954882-3938

1169 N Patt St

Anaheim, CA 854882-2921

1169 W Locust Ave

Fullerton, CA 784882-2921

1169 W Chateau Ave

Fullerton, CA 854882-2921

1169 W Beacon Ave

Fullerton, CA 484338-4759

1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County

Search Criteria

Customize View

NEIGHBORS

Subject Property		Neighbor 1	Neighbor 2	Neighbor 3
				
Address	1169 Williamson Ave	80 Hazelton	54 Rexford	212 Shelbourne
Annual Tax	\$13,301	\$18,054	\$17,238	\$15,138
Bathrooms (Half)	MLS: 1			1
Bathrooms (Full)	MLS: 4	4	3	2
Bathrooms (Total)	MLS: 5	4	3	3
Beds (100)	MLS: 4	4	4	3
Building Sq Ft	MLS: 4,378	2,261	2,543	2,456
Building Name				
City (19)	Fullerton	Fullerton	Fullerton	Fullerton
Neighborhood Code1				
Cooling Type				

Click the **Neighbors** tab to quickly display facts and photos for the Neighbors of the subject property. The content of **Neighbors** report is based on the Preferences you selected for the report.

A map is populated with “teardrop” icons that indicate where each neighbor owner on the list below the map is located. Below the map is a matrix comparing information about the subject and neighboring properties.

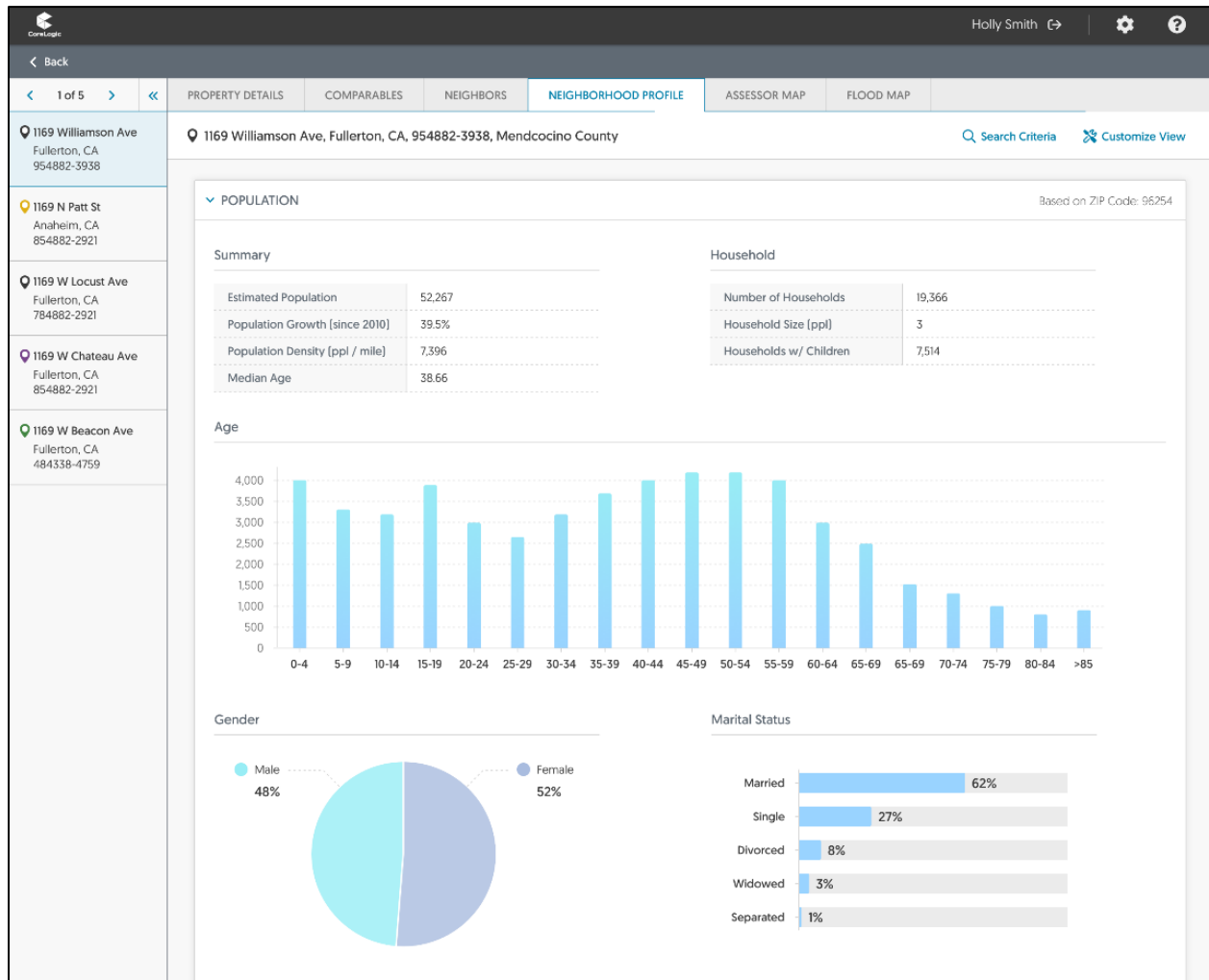
Click the arrows located near the middle section of the report to navigate through all the neighbors. The subject property remains visible as you navigate on the left hand side of the report, while three neighbors appear to the right. If more than three neighbors are found, click the arrows to scroll back and forth and compare neighboring properties. The arrows enable you to navigate to the beginning/end of the list, one column at a time, or three columns at a time.

Click **Search Criteria** at the top of the page to change criteria used to find neighbors.

Click **Customize View** at the top of the page to include or exclude the map above the displayed report.

24. Neighborhood Profile Report

Select the **Neighborhood Profile** tab to display demographics, schools, and local businesses for the area surrounding the subject property.



The data is enhanced by colorful charts and graphs to accompany the statistics.

Click **Search Criteria** at the bottom of the page to change criteria used to find schools and area businesses.

Click **Customize View** at the bottom of the page to include or exclude core sections of the report.

25. Foreclosure Report

The presence of the **Foreclosure** tab indicates there is a current foreclosure action against a home. The action may be in the following stages:

- **Pre-foreclosure**, indicating that proceedings to foreclose on the property have been initiated
- **Auction**, indicating that the date for a property's foreclosure auction has been established
- **Bank Owned**, indicating that the foreclosure proceeding has resulted in the foreclosing lender taking title to the property

Holly Smith

Back to Search

1 of 5

PROPERTY DETAILS

COMPARABLES

NEIGHBORS

NEIGHBORHOOD PROFILE

FORECLOSURE

ASSESSOR MAP

FLOOD MAP

1169 Williamson Ave
Fullerton, CA
954882-3938

1169 N Patt St
Anaheim, CA
854882-2921

1169 W Locust Ave
Fullerton, CA
784882-2921

1169 W Chateau Ave
Fullerton, CA
854882-2921

1169 W Beacon Ave
Fullerton, CA
484338-4759

1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County

Auction

Customize View

FORECLOSURE SUMMARY

Foreclosure Document Type	Notice of Sale	Foreclosure Stage	Auction
Recording Date	05/09/2019	Trustee Zip	92122
Borrower 1	Monica Riberi	Trustee Phone	(866) 463-3423
Trustee Name	Total Lender Solution Inc	Trustee Sale Order #	190273543
Trustee Address	10234 Sorrento Valley RD #2F	Auction City	Pomona
Trustee City	San Diego	Judgement Amount	\$281,254

MORTGAGE INFORMATION

Mortgage Amount/Type	\$140,000/ADJ	Lender Zip	92117
Mortgage Recording Date	04/22/2006	Default Amount	\$7,522
Mortgage Document #	837453	Default Date	01/23/2019
Lender	Other Institutional Lenders	Filing Date	01/23/2019
Lender Address	432 Jutland DR	1st Missed Payment Date	06/01/2018
Lender City	San Diego	Vesting Codes	Single Woman//

FORECLOSURE HISTORY

Document Type	Notice of Sale	Notice of Trustee's Sale	Notice of Default
Default Date	01/04/2019	01/24/2019	02/21/2019
Filing Date	01/04/2019	01/24/2019	02/21/2019
Recording date	01/05/2019	01/24/2019	02/21/2019
Document #	473892	2133211	618272
Default Amount	\$7,500	\$8,760	
Final Judgement Amount	\$281,362	\$257,342	\$298,786

A Foreclosure Activity Report typically contains a summary of the foreclosure, information pertaining to the mortgage in default, and a history of prior foreclosure actions pertaining to the property.

Please note that the content regarding foreclosures – and even the stages of foreclosure on which CoreLogic can collect data -- varies greatly from state to state.

26. Assessor Map Report

The presence of the **Assessor Map** tab indicates if there is a static assessor map available for viewing. The Assessor Map – or the plat map – is not interactive like a Realist Map, but may contain information such as easements that are unavailable elsewhere.

Clicking on the **Assessor Map** tab takes you to the Assessor Map for that property. It may be viewed using generic software available on your computer or handheld device. Or it may be viewed with Realist's proprietary **Map Viewer** (chosen in the Preferences section). A guide to the proprietary CoreLogic Assessor Map Viewer is provided under separate cover.

The screenshot displays the CoreLogic web interface for an Assessor Map report. The top navigation bar includes the CoreLogic logo, the user name 'Holly Smith', and icons for settings and help. Below this is a 'Back' button and a tabbed interface with options: '1 of 5', 'PROPERTY DETAILS', 'COMPARABLES', 'NEIGHBORS', 'NEIGHBORHOOD PROFILE', 'ASSESSOR MAP' (which is the active tab), and 'FLOOD MAP'. The main content area shows the address '1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County'. A section titled 'MAP SHEET(S)' displays two map sheets: 'Sheet 1: 538-09' and 'Sheet 2: 872-45'. Each sheet has a thumbnail image and a 'Download Map' button. The right side of the map area indicates 'Legal Block ID/Lot#: /6'. At the bottom of the map area, it says 'Assessor map'. Below the map area, there is a disclaimer: 'The data within this report is compiled by CoreLogic® from public and private sources. The data is deemed reliable, but is not guaranteed. The accuracy of the data contained herein can be independently verified by the recipient of this report with the applicable county or municipality.' The footer includes a 'Show Photos' button and 'Download' and 'Email' links.

27. Flood Map

The presence of the **Flood Map** tab indicates that a static flood map is available to display. The Flood Map is not interactive, but provides information about the flood zone in which a property lies and the surrounding area as well. Information about the flood zone and associated codes can be found at the top of the report above a color-coded map indicating flood zones in the area.

1169 Williamson Ave
Fullerton, CA
954882-3938

1169 N Patt St
Anaheim, CA
854882-2921

1169 W Locust Ave
Fullerton, CA
784882-2921

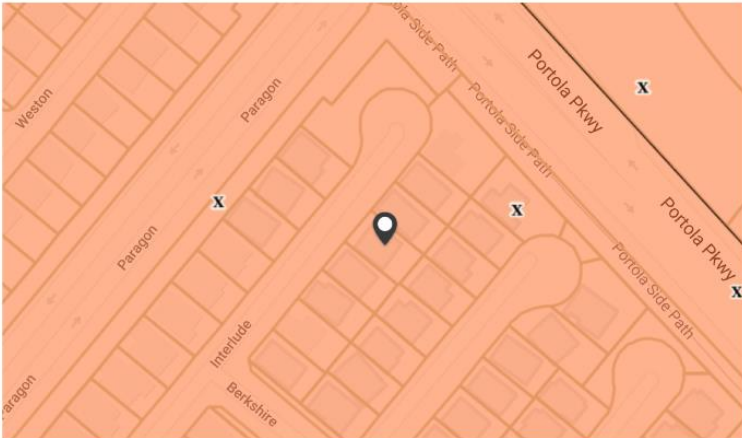
1169 W Chateau Ave
Fullerton, CA
854882-2921

1169 W Beacon Ave
Fullerton, CA
484338-4759

1169 Williamson Ave, Fullerton, CA, 954882-3938, Mendocino County

FLOOD MAP

Report Date	08/21/2019	Panel Date	12/03/2010
Flood Zone Code	X	Community Name	Cleveland
County	Cuyahoga	Special Flood Hazard Srea (SFHA)	Out
Flood Zone Panel	390104 - 39035C0178E	Within 250 feet of multiple flood zone	No
Flood Code Description	Zone X-An area that is determined to be outside the 100- and 500-year floodplains		



Flood Zones

- Coastal 100-year Floodway
- Coastal 100-year Floodplain
- 100-year Floodway
- 100-year Floodplain
- Undetermined
- Unknown or Area Not Included
- 500-year Floodplain incl. levee protected area
- Out of Special Flood Hazard Area

This map/report was produced using multiple sources. It is provided for informational purposes only. This map/report should not be relied upon by any third parties. It is not intended to satisfy any regulatory guidelines and should not be used for any other purpose.

Courtesy of User Name | K2 Information and Real Estate Services

Flood map

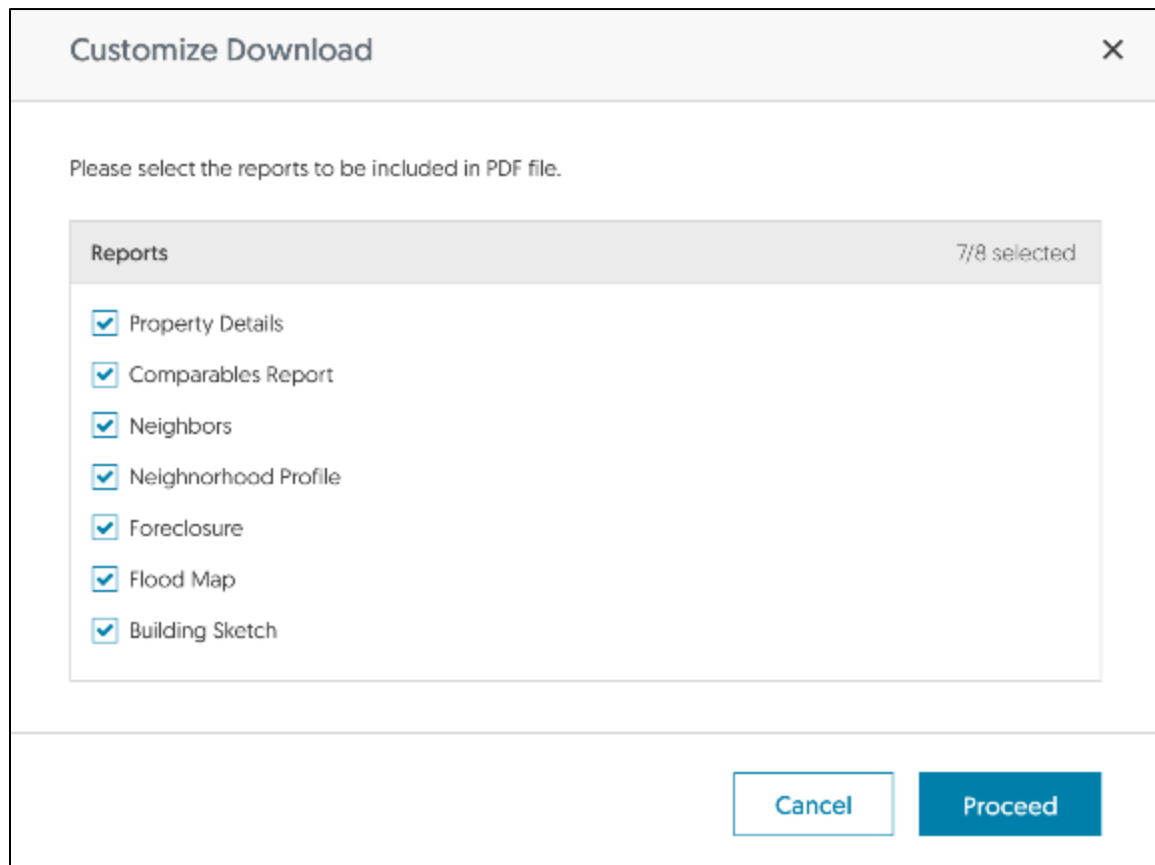
48

28. Saving/Emailing Reports

At the bottom of each report are **Download & Email** buttons. Clicking any of these buttons enables you to select between **Quick** and **Customize** options.

Select **Quick** if you want to print, save or email the specific report you are currently viewing. For example, you may wish to only email a Comparable Report you just prepared; select Quick to generate and/or deliver only that report.

Select **Customize** if you want to print, save or email a package of reports. The Customize option opens a window titled **Customize Download or Customize Email** and enables you to direct not only the reports to include in your package.



The screenshot shows a window titled "Customize Download" with a close button (X) in the top right corner. Below the title bar, there is a message: "Please select the reports to be included in PDF file." Below this message is a section titled "Reports" with a status indicator "7/8 selected" in the top right corner. The "Reports" section contains a list of seven items, each with a checked checkbox: "Property Details", "Comparables Report", "Neighbors", "Neighborhood Profile", "Foreclosure", "Flood Map", and "Building Sketch". At the bottom right of the window, there are two buttons: "Cancel" and "Proceed".

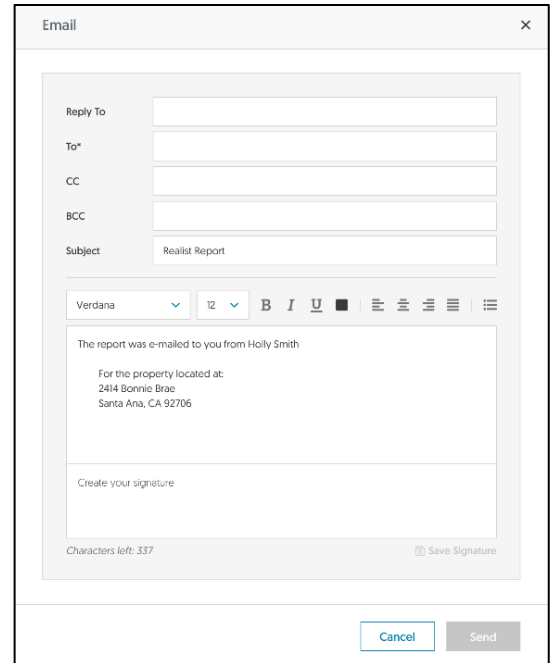
If you choose to download or email a package of reports you have not yet viewed, please allow time for each report to be generated. All reports are generated for download or email in a PDF format.

Note that the specific sections of each report that are printed, saved or emailed correspond to the most recent selection you have made for each report.

In the event you include a comparable report, but have not reviewed and selected specific comparables to be included, the report will incorporate all the comparable properties automatically found by the search.

Also note that you can include a gallery of MLS photos in your report, even though the photos do not appear as a "tabbed" report.

Emailed reports will be sent from Realist on behalf of you as PDF attachments. You may use the email template to enter recipients, copy additional parties, or BCC yourself or others. The subject line and email text can be modified as you wish. Even add formatting to the email text.



The screenshot shows an email composition window titled "Email" with a close button (X) in the top right corner. The window contains the following fields and elements:

- Reply To:** A text input field.
- To*:** A text input field.
- CC:** A text input field.
- BCC:** A text input field.
- Subject:** A text input field containing the text "Realist Report".
- Font and Formatting:** A toolbar below the subject field showing "Verdana" as the selected font, "12" as the selected size, and icons for bold (B), italic (I), underline (U), text color (black square), bulleted list, numbered list, decrease indent, and increase indent.
- Email Body:** A large text area containing the following text:

The report was e-mailed to you from Holly Smith

For the property located at:
2414 Bonnie Brae
Santa Ana, CA 92706

Create your signature
- Character Count:** At the bottom left of the text area, it says "Characters left: 337".
- Save Signature:** A small icon and text "Save Signature" at the bottom right of the text area.
- Buttons:** At the bottom right of the window, there are two buttons: "Cancel" (blue outline) and "Send" (gray).