



ARCADIA ASSOCIATION OF REALTORS®

AAR MLS Marketing Meeting (Caravan) Request Form

Property MLS #: _____ Property Type: _____

Address: _____ City: _____ Area: _____

List Office: _____ Agent: _____

Office Phone#: _____ Caravan Date: _____

CARAVAN DEADLINE: TUESDAYS at 10:00AM for WEDNESDAY Caravan!

Agent or Representative must be present at MLS Marketing Meeting to promote the listing or the listing will be removed from caravan and a \$25 fine will be imposed.

Important:

1. Caravan must be submitted via online registration or email the PDF form to the Association at caravanrequest@theaar.com; **NO fax submissions or voice mail requests can be accepted.**
2. Listing **must** be completed in the MLS with photos uploaded and active 24 hours **prior** to the Tuesday's deadline.

AAR MLS Marketing Meeting (Caravan) Information:

Wednesdays from 8:45AM - 9:30AM

Arcadia Masonic Center; 50 W. Duarte Road, Arcadia, CA 91006

Some of the Caravan Rules - Revised 04/18

1. Houses listed on Caravan sheet must be held open from 10:00AM - 1:00PM by an Agent/Representative or Owner. Only vacant homes may be on SUPRA lockbox.
2. NO alcoholic beverages.
3. Deadline to submit request is Tuesday, 10:00AM for Wednesday Caravan.
4. If an agent, or representative, is not present at the MLS Marketing Meeting to promote the listing (no show), the listing will be removed from the caravan and the Agent will be fined \$25. No further Caravan requests will be accepted until fine is remitted.
5. Listings can be re-submitted for Caravan every 30 days or when there is a 5% price reduction in list price.

I understand and will comply with the Caravan Rules as stated above.

Print Name: _____

Agent ID: _____

Signature: _____