

My Office Web Page

The **My Office Web Page** lets you view your office's Realcomp Online® internal web page.

Office Web Page

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Office Web Page:	http://www.realcomp.com

Note that you can also view a format suitable for printing and the agents who belong to the office.

View Agents

Clicking the **View Agents** button displays all active MLS Subscribers in your office. From this Agent list you can view individual agent web pages by clicking on the Agent name, which will link to their individual web site.

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Printable View

To print the Office Web Page simply click the **Printable View** button.

Office Search

In the **Office Search** page, you can search for a specific office to find its contact information.

➤ **To search for an office:**

1. Enter the requested information into the fields. Please note the minimum number of fields to search is 1.

Searching :OfficeSearch		
<input type="button" value="Count"/>		<input type="button" value="Search"/>
Search Criteria		
<input type="button" value="Additional Fields"/>		
OFFICE CODE :	<input type="text"/>	Starts With <input type="button" value="v"/>
OFFICE NAME :	<input type="text"/>	Starts With <input type="button" value="v"/>
CITY :	<input type="text"/>	Starts With <input type="button" value="v"/>
ZIP CODE :	<input type="text"/>	Starts With <input type="button" value="v"/>
<input type="button" value="Additional Fields"/>		

2. Click **Search**. If more than one office could be a match, a list of possible matches appears. If a list of matches appears, select the office you want by clicking that agent's name.