

How to Find “House Exchange” Matches in the MLS

1. Perform a “Quick Search” to locate “Trade/Exchange” properties.
 - a. Click the “Additional Fields” button to add the “Terms Offered” criteria to your search.
 - b. In the “Terms Offered” section of your criteria, select “Trade/Exchange” (as shown below):

TERMS OFFERED :	Select Any:
	<input type="checkbox"/> CONV <input type="checkbox"/> LAND CNTR <input type="checkbox"/> FHA <input type="checkbox"/> VA <input type="checkbox"/> CASH <input type="checkbox"/> SIMPLE ASM <input type="checkbox"/> ASM-LEND APP.
	<input type="checkbox"/> CONV. BLEND RT <input type="checkbox"/> LEASE <input checked="" type="checkbox"/> TRADE/EXCH <input type="checkbox"/> PUR. MONEY MTG. <input type="checkbox"/> SECTION 8
	<input type="checkbox"/> LEASE W/OPTION <input type="checkbox"/> AUCTION

2. Add any additional criteria to your search that are “must items” for your buyers (who are also your sellers). Start your search to display your matches.
3. When viewing your matches, choose a Buyer report or flyer option that will allow you to view the Public Remarks of the listings.
4. Review the “Exchange for” criteria mentioned in each listing for possible matches for the property your buyer needs to sell. Contact the listing agents of these matches to discuss a potential exchange.

If you have already listed the house of your buyer (in the MLS), perform a “Reverse Prospect Search” on the listing to identify potential buyers for the property. Although, this will not be specific to “Trade/Exchange” prospects only, it will enable you to send an e-mail message to the agents of these buyers regarding your listing being a match for them and a brief description of the property your seller would like to purchase. **One of these prospects may have the perfect property to exchange!**