

Firm Inventory Search

The Firm Inventory search will allow agents to perform a property search specifically for listings where the agent has been on the listing side and/or the selling side of the transaction.

To start a firm inventory search, select **Firm Inventory** from the **Search** menu.



The Firm Inventory search has two differences from a regular search. First, the Listing Owner field designates that only your own listings, or listings you sold will appear. Second, you can designate the search to find listings where you were on a particular side of the transaction. Add any additional criteria you might like to have. Click Count to show your matches, and then click Search to display your results.

Code	Explanation	Code	Explanation
L-Listed	If you are the listing agent for a listing.	LNS- Listed Not Sold	Displays where you are the listing agent, but not the selling agent.
S-Sold	Displays listings where you are the selling agent.	SNL-Sold Not Listed	Displays listings where you were the selling agent, but not the listing agent.
LS-Listed Or Sold	Displays listings where you were either the listing or the selling agent.		

Firm Inventory

Class Open

Status Open

Listing Owner

Co-Offices (Y/N) Open

Selling / Listing Open

Price Low ,000 High ,000

Type Open

Listing Date Begin End

Expiration Date Begin End

Status Date Begin End

HotSheet Date Begin End

Price Date Begin End

Update Date Begin End

Input Date Begin End

Closing Date Begin End

Contract Date Begin End

Area Open

Count

Count

Available Reports

Firm Inventory Spreadsheet Search

Top 5 Favorite Views

- MLS All Fields
- Full Listing Report
- Spreadsheet
- Client All Fields
- Client Handout-Map

Criteria Summary

Clear Criteria

Status	ACT,NEW,BOMK,EXTD,RAIS,REDC,APC,APL,APH
Listing Owner	Y
Co-Agents / Co-Offices (Y/N)	Y
Selling / Listing	LS