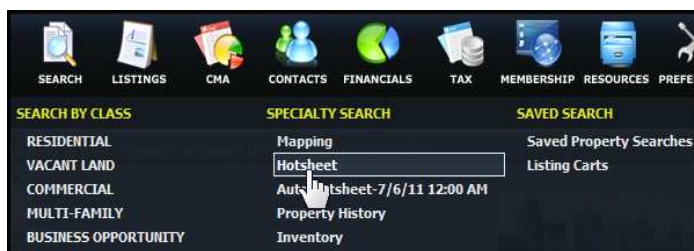


## Hotsheet Search

A Hotsheet search will give you listing results of what is new and/or the latest changes in the MLS inventory for your particular search parameters. Search criteria can be based on date(s), status, class, price, area, or per a listing office. Note, only changes made to a listing within the “Hotsheet” guidelines determined by your Board or Association will allow that listing to make the Hotsheet report. The results of your search can be displayed in many different types of reports. The Hotsheet Report Spreadsheet is designed to give you information about the listing and, if any, Hotsheet Remarks made by the listing agent of an existing listing that has changed.



The Hotsheet Search screen is set up with a set template of fields and date ranges. You can set a default template of field values for yourself based on your preferences. For instance, the date range default is set to look back 7 days.

Below is the typical search screen used for a Hotsheet Search.

**Date range is set to 7 days ago to present. You can type a number of days back or check it to remember the last time run.**

**You can narrow your search to a specific class, area, per listing office, and/or price range.**

**The Hotsheet Report is a designed spreadsheet to include any possible comments made about the listing.**

If you choose to select the “From Last Run Date” option, the system will remember the last time you ran this search and give it a time/date stamp. Then you get results from that date until the next time you click Auto-Hotsheet in the Search drop down menu.

## Results:

Once you have your search criteria loaded, click Search to get results. The default report will probably be the Hotsheet Report. It is a type of spreadsheet designed to give you the listings but also any other special comments made by the system or by the listing agent. You can change to other reports/spreadsheets in the report section. It is possible that a listing could show up more than once in a Hotsheet Report. It depends on what changes were made to the listing and what changes or “triggers” the Board/AOR for your MLS decided on that makes a listing a “HOT” listing.



A typical Hotsheet Report. Change to a different spreadsheet or report if needed.

TOTAL	HIGH	LOW	AVG	HIGH	LOW	AVERAGE	MEDIAN	TOTAL PRICE
LISTING COUNT: 87	DAYS ON MARKET: 1099	1	158	LIST PRICE: \$2,497,300	\$20,000	\$425,494	\$229,900	\$37,017,183
				SOLD PRICE: \$155,000	\$80,000	\$108,300	\$109,900	\$324,900

84 Hotsheet Records for 87 Listings. A Listing may have more than one Hotsheet record.

TYPE	AREA	ORIGINAL PRICE	PRICE	ADDRESS	CITY	STATE	ZIP	STATUS	HOTSHEET DATE	HOT SHEET TYPE
Residential	Reno-Foothills	\$398,300	\$359,300	16865 MAJESTIC VIEW DRIVE	Reno	NV	89521	Extended	9/2/2011	Status to Active
Residential	Reno-South Meadows	\$94,900	\$90,000	960 South Meadows Parkway	Reno	NV	89521	Extended	9/2/2011	Status to Active
Residential	Reno-Foothills	\$3,789,000	\$2,497,300	17300 MAJESTIC VIEW DRIVE	Reno	NV	89521	Extended	9/2/2011	Status to Active
Residential	Sparks-East	\$127,000	\$127,000	1144 La Via Way	Sparks	NV	89434	EXPIRED	9/2/2011	Status to Expired
Residential	Reno-Stead	\$60,000	\$49,000	13280 Ruling Sage	Reno	NV	89508	EXPIRED	9/2/2011	Status to Expired
Residential	Fernley	\$225,900	\$209,990	208 Jimmys Peak Court	Fernley	NV	89408	EXPIRED	9/2/2011	Status to Expired
Residential	Reno-North	\$45,000	\$30,000	1496 East Ninth Street	Reno	NV	89512	EXPIRED	9/2/2011	Status to Expired
Residential	Carson South	\$195,000	\$189,900	1672 Kingsley Lane	Carson City	NV	89701	EXPIRED	9/2/2011	Status to Expired
Residential	Sparks-East	\$518,000	\$495,000	3575 Rocky Ridge Court	Sparks	NV	89431	EXPIRED	9/2/2011	Status to Expired
Residential	Gill Ranchos	\$299,900	\$279,000	1253 Manhattan Way	Gardnerville	NV	89460	EXPIRED	9/2/2011	Status to Expired
Residential	Reno-Southwest Suburban	\$689,000	\$665,000	485 Douglas Fir Drive	Reno	NV	89511	EXPIRED	9/2/2011	Status to Expired
Residential	Reno-Cold Springs	\$138,999	\$99,000	3927 Butte Court	Reno	NV	89508	EXPIRED	9/2/2011	Status to Expired
Residential	Reno-South Meadows	\$94,900	\$90,000	900 South Meadows	Reno	NV	89521	Extended	9/2/2011	Status to Expired

The idea of a Hotsheet Search and Report is to quickly find the latest inventory that is new, back on the market, price changes, status changes, etc that your Board/AOR has decided makes a listing “Hot” in your market.