

Action Item Checklist for my MLSL (South Bay) Listings and Settings

BAREIS members will no longer have access to MLSListings as of January 19, 2021 at 5pm

These items **will not** automatically transfer to BAREIS Plus from a data share MLS: You will not be able to access your listings, contacts, searches, carts, preferences and settings currently saved in MLSListings after January 19, 2021. You must retrieve this data from MLSListings and enter it into BAREIS before January 19, 2021 to retain access to this information.

BEFORE Launch Action Items

January 19, 2021 - Pre-Launch

On-Market Listing: Do you have an active, contingent or pending listing in MLSListings?

- If the property is posted **only in MLSListings** (not in BAREIS), you need to:
 - Enter the listing into BAREIS before January 19th
 - Withdraw the listing from MLSListings before January 19th
- If the property is posted in **both MLSListings and BAREIS**, you need to withdraw the **MLS** listing before January 19th.

Export Contacts to a CSV file from [MLSListings](#) and import into [BAREIS](#)

Make note of your Contact Search Criteria from MLSListings and enter in BAREIS after importing your CSV file

Create a backup of your Saved Searches and Hotsheets from [MLSListings](#) and enter in BAREIS

AFTER Launch Action Items

January 20, 2021 - Post-Launch

Check Your Listings in [BAREIS Plus](#) to ensure data transferred from BAREIS completely and accurately

Import Contacts in [BAREIS Plus](#) (if not imported into BAREIS Pre-Launch)

Enter Your Contact Search Criteria in BAREIS Plus (if not entered into BAREIS Pre-Launch)

Enter Saved Searches and Hotsheets in BAREIS Plus (if not entered into BAREIS Pre-Launch)

