

Action Item Checklist for my Quattro Listings and Settings

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

- **Will Not Transfer to BAREIS Plus:** Your saved contacts, searches, carts, preferences and settings in Quattro will not be accessible unless you take action prior to January 19, 2021.

BEFORE Launch Action Items

January 19, 2021 - Pre-Launch

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

Create a backup of your Contact and Contact Search Criteria from [Quattro](#) by creating and saving a Contact Report and enter in BAREIS

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

AFTER Launch Action Items

January 20, 2021 - Post-Launch

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)

