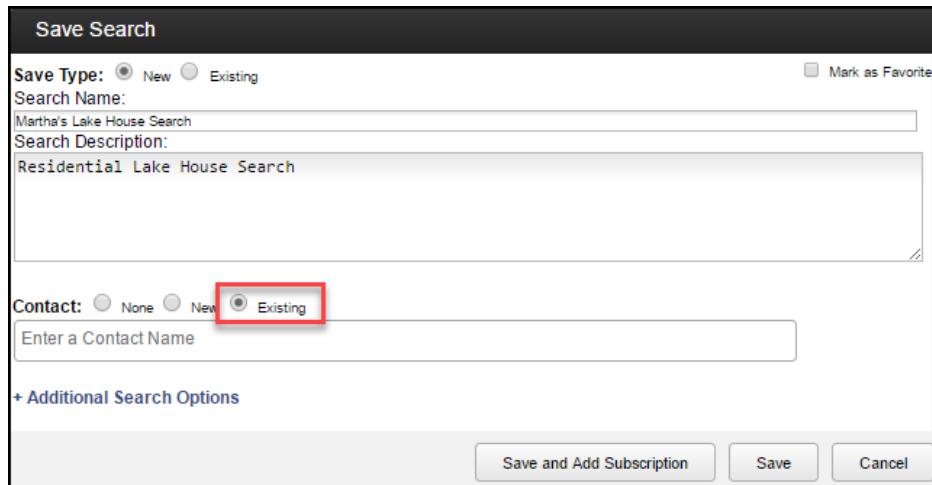


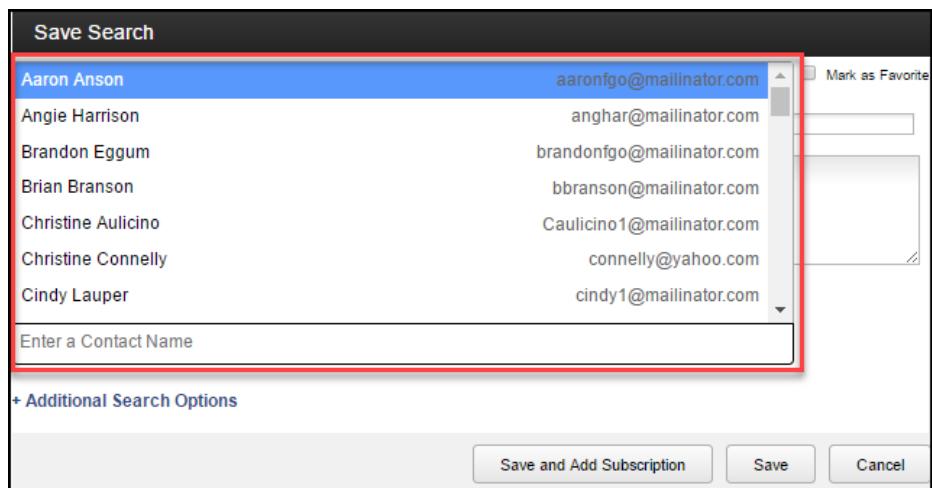
FlexMLS Update: Contact List in Save Search Screen

Once the update is installed, you will be able to search for existing Contacts when saving a search. This will make selecting a Contact easier by eliminating the need to scroll through a long list in order to find specific Contacts.

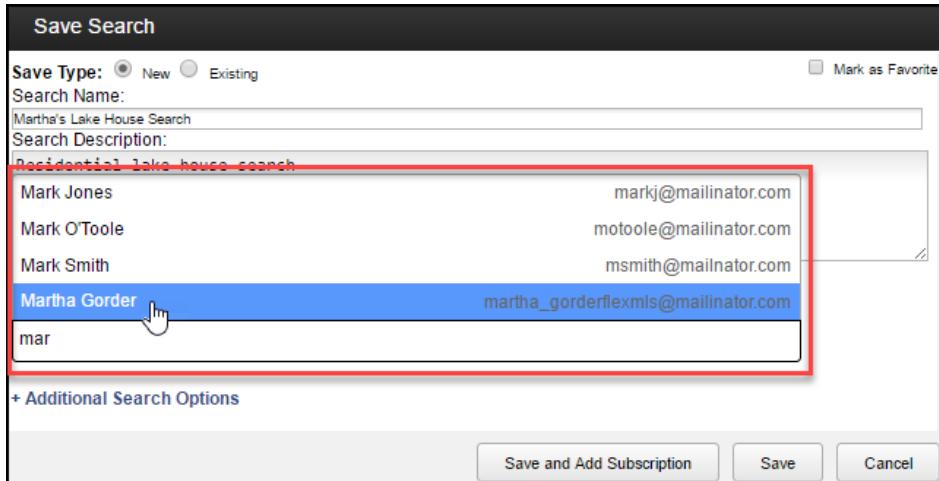
The lookup bar will appear when you click the **Additional Search Options** link and select the **Existing** option for Contact.



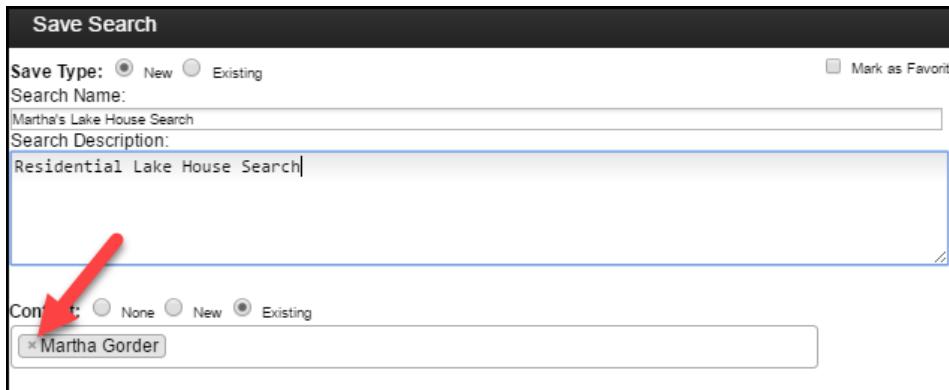
If you click in the Contact search box without typing; a list of all of your Contacts will appear and you can scroll through to find and select specific Contacts.



Or, you can start typing a Contact's name into the search bar to search for a specific Contact. Click the Contact to select them as a recipient.



If you would like to remove a recipient, click the 'X' next to the email address you'd like to remove.



If a Contact has multiple email addresses, only the Contact's primary email address will appear in the search results field. This is because the search is being saved to the Contact's record in FlexMLS - not to a specific email address. If you choose **Save and Add Subscription**, the subscription will be sent to all email addresses that are set to receive notifications for the selected Contact.