TransactionDesk: Basic Sale/Listing Creation

Instructor: Eric Johnson

Date:

Monday —June 24, 2019

Time:

Registration: 12:45 to 1:00
Class: 1:00 to 4:00

Location:

Spokane Assoc. of REALTORS®
1924 N. Ash, Spokane, WA
Computer Lab

Tuition:

SAR Member: $30 early;
$45 regular
Non-SAR Member:
$45 early;
$60 regular

Early registration is
10 days prior to class date

Reserve your seat, space is limited!

You won't want to miss this class! You'll learn all you need to know about the TransactionDesk. Here are some highlights of the class:

- Introduction to key features and how to become a paperless office
- System Navigation
- Settings and templates
- Creating a Sale Transaction
- Uploading Signed Documents
- Creating an Authentisign Electronic Signing
- Archiving Transactions
- Receiving and Counter offering an offer

EDUCATION REGISTRATION FORM
TransactionDesk: Basic Sale/Listing Creation   May 10, 2019

Name _____

Office _____ Phone # _____

Email _____

Make check payable to SAR and mail to:
Spokane Association of REALTORS®
1924 N. Ash Street, Spokane, WA 99205

If you'd like to pay by credit card,
You can pay online or call Tami at (509) 326-9222

3.0 Clock Hours

Cancellation Policy: A refund will be granted until 3:30 p.m. three days prior to class after which time there will be a 50% refund. Anyone not showing up for registration the day of the class will not be given a refund.