

LDC NOTIFICATIONS

AGENT EMAIL DISTRIBUTION LIST

Did you know that others can be automatically included in your LDC notifications?

1.

Email LDCAdmin@CincyMLS.com requesting that the email address be added to your LDC Agent Email Distribution List.

2.

Once the email address is added to the distribution list, it will be copied on all notifications.

3.

If the person leaves or no longer needs to be included in notifications, send an email to LDCAdmin@CincyMLS.com requesting that the email address be removed from the LDC Agent Email Distribution List.

4.

Brokers can request an email address be added to the LDC Office Email Distribution List to be copied on all agent LDC notifications in the office.

