



Hello ,

Did you know that you have EXCLUSIVE access to Zillow Showcase (Showingtime+) by being part of our team? Learn more below:

STEP 1: ACCEPT OUR INVITE + BUILD PROFILE

- By now, you should've received an invitation to join our team, go ahead and accept that.
- Once accepted, please build out your profile account.
- *If you don't see one for any reason, contact your admin team for support*

Now you may be wondering, now what?

- **Great question! Nothing else needs to be completed until you have an upcoming listing.**
- **When you do, you'll want to revisit these steps below:**

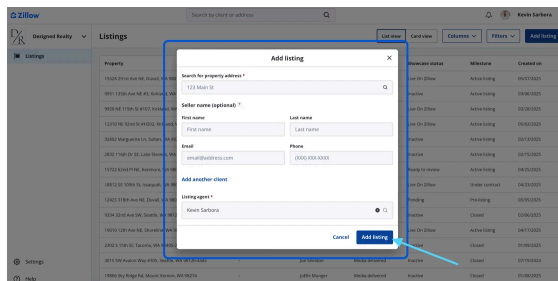
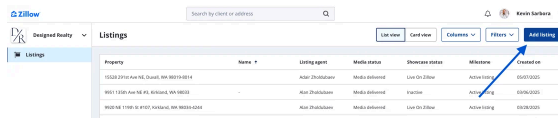
NEW LISTING SET UP

STEP 1: LOG INTO YOUR ACCOUNT

- [Click here](#) to log into your account
- In moving your deal in Hubspot to *Deploy Listing Team*, if you selected to create your own Zillow Showcase listing, and pay up front, you'll follow all steps below.
- If you selected for the Listing Coordination Team to set it up and float cost to closing, you can skip the steps to step 6.

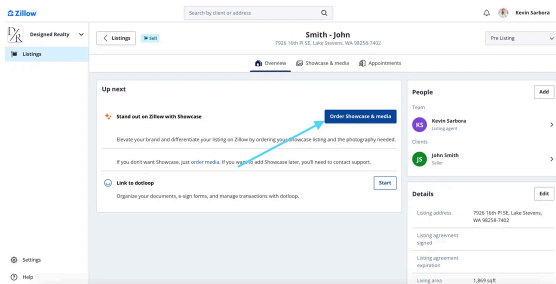
STEP 2: CREATE YOUR LISTING

- Upon login, you'll see a blue button at the top right that says, ADD LISTING
 - Once located, click it.
- Fill out the following fields:
 - Address
 - [Optional] Client information
 - Ensure you are selected as the Listing Agent
 - Click ADD LISTING



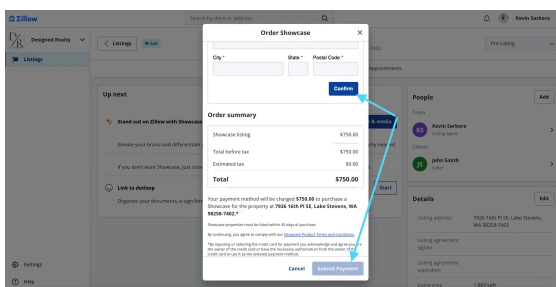
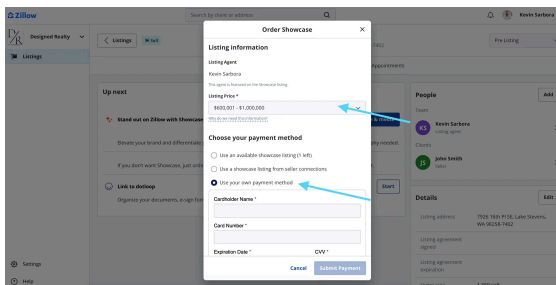
STEP 3: ORDER SHOWCASE & MEDIA

- After you have added your listing, you will now want to select the **ORDER SHOWCASE & MEDIA** button



STEP 4: COMPLETE ORDER & PAYMENT

- Select Listing Price
 - This is how the price for Zillow Showcase is calculated
- Choose Your Payment Method
 - For any standard listing, you will select *Use your own payment method*
 - If you are part of the Zillow SPARK Program, any Zillow Seller Lead you will select *Use a showcase listing from seller connections*
- Confirm Payment Method
- CLICK *Submit Payment*
- Curious how payment is calculated? See below
 - ***This payment is good for the life of this listing with you. Should it come off market and be put back on, you do not have to repurchase Listing Showcase.***



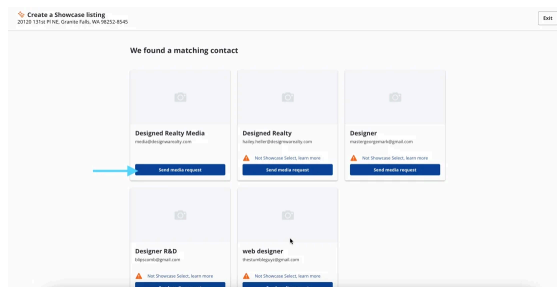
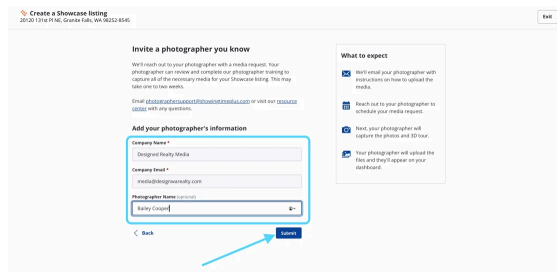
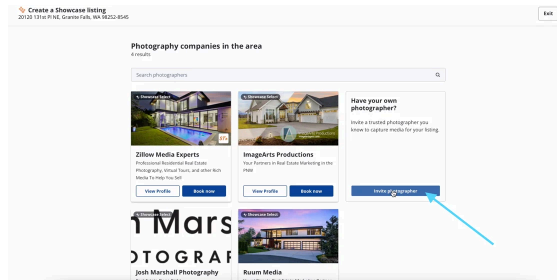
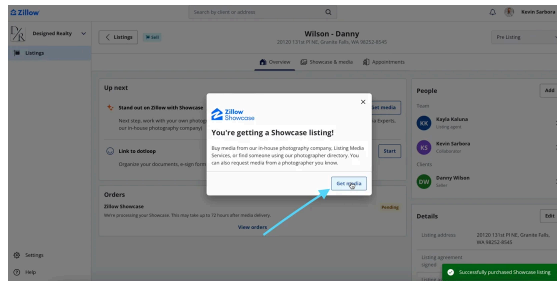
Additional Listing Price	Listing Home Price
\$300	\$0 - \$299,999
\$400	\$300,000 - \$399,999
\$550	\$400,000 - \$599,999
\$750	\$600,000 - \$999,999
\$950	\$1,000,000+

STEP 5: SEND PHOTOGRAPHER PORTAL LINK

- If you are using our Listing Coordination services, our team will be booking our in house photographer, Bailey Cooper
 - [Designed Realty Media](mailto:DesignedRealtyMedia@designwarealty.com)
 - media@designwarealty.com

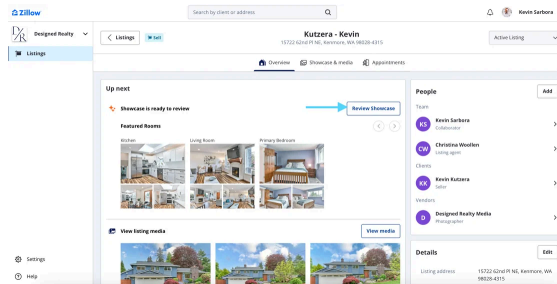
o Bailey Cooper

- You will use this information above to input this into your Showcase listing. This will then send an email to you and your photographer for them to directly upload the media package when it's ready.
- The additional media required for Zillow Showcase is 3D Home Tour and Interactive Floor Plan.



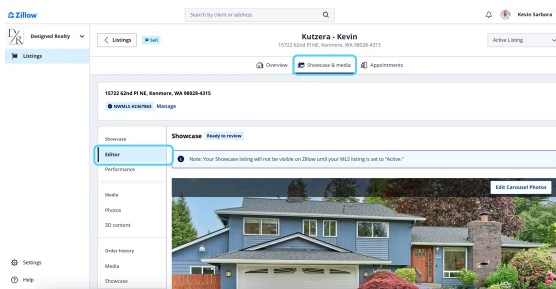
STEP 6: READY TO SHOWCASE

- Once the photographer has uploaded your media package, you'll see this status in your listing.
- To download your media, you can locate this in the Review Showcase section



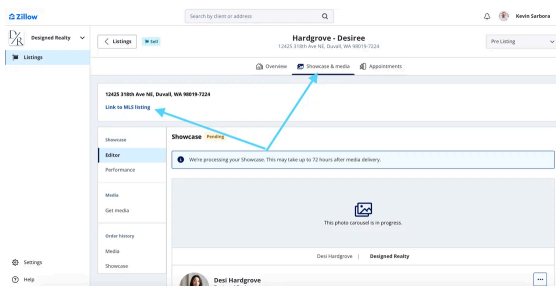
STEP 7: SHOWCASE EDITS

- To make edits, click the Showcase & media tab and navigate to the Editor section
 - This will allow you to edit the photo carousel, featured rooms, etc



STEP 8: LINK MLS #

- Navigate to Showcase & Media tab
- Select Link to MLS listing

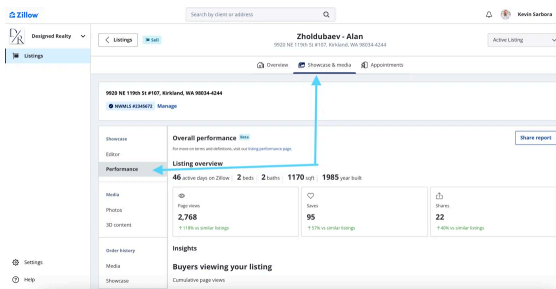


STEP 9: SHOWCASE ACTIVATION

- ***PRO TIP***
 - Edit your Showcase Listing first
 - Then download your media
 - Upload your media to the MLS
 - Paste the Interactive Floor Plan URL into the Virtual Tour URL field in the MLS
 - Make your MLS listing active!

ADDITIONAL TOOL: REPORTING

- Once your listing is live, you'll have additional data to share with your clients.
- To locate, navigate to the Showcase & Media tab
- Select Performance



If you have any questions or concerns, please reach out to your admin team for support!

Designed Realty, 105 Central Way, Suite 202, Kirkland, WA 98033, USA
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