## REALIST QUICK REFERENCE General Info

- The first time you access Realist you will be prompted to accept an End User License Agreement. If you decline the agreement you will not be able to use Realist.
- If your computer has a firewall which is prohibiting Realist from being accessed you will need to set <a href="http://realist2.firstamres.com">http://realist2.firstamres.com</a> as a trusted site within your firewall. This should allow Realist to work properly. If you are prompted for a username and password when trying to access Realist this would indicate a problem with your firewall blocking access to Realist.
- You have no username and password for Realist. You login by selecting the Realist.com link on the CBR Tempo Tax Page.
- Do NOT use the Internet Explorer toolbar buttons while in Realist. Use the Realist printer icon to print (NOT the Internet Explorer Print button). Use the Realist envelope icon to email (NOT the Internet Explorer Email button). Use the Realist breadcrumbs/footprints (ex: <u>Home</u> → <u>Saved Searches</u> → <u>Address</u> → <u>Property List</u> → Property Details) to go back and forth within the Realist application (NOT the Internet Explorer Back and Forward buttons).
- We have Realist info for the following counties: Delaware, Fairfield, Fayette, Franklin, Licking, Madison, Morrow, Pickaway, and Union Counties.
- Sales transactions are updated from a weekly to a quarterly schedule depending on the county. To find out when the sales transactions for a county were last updated click the Last Sales Update link on the Realist homepage.
- Tax Roll information is updated annually for each county. This includes changes to the tax billing address, property improvements, change in owner name, new bedroom, etc.
- The Columbus Board of Realtors provides the technical support for Realist at 614-475-4000 or <u>realist@columbusrealtors.com</u>.
- For answers to many Frequently Asked Questions about Realist go to FAQ on Top Menu Bar of Realist.
- For a Realist Training Tutorial please visit <u>http://www.columbusrealtors.com/11802.cfm</u>