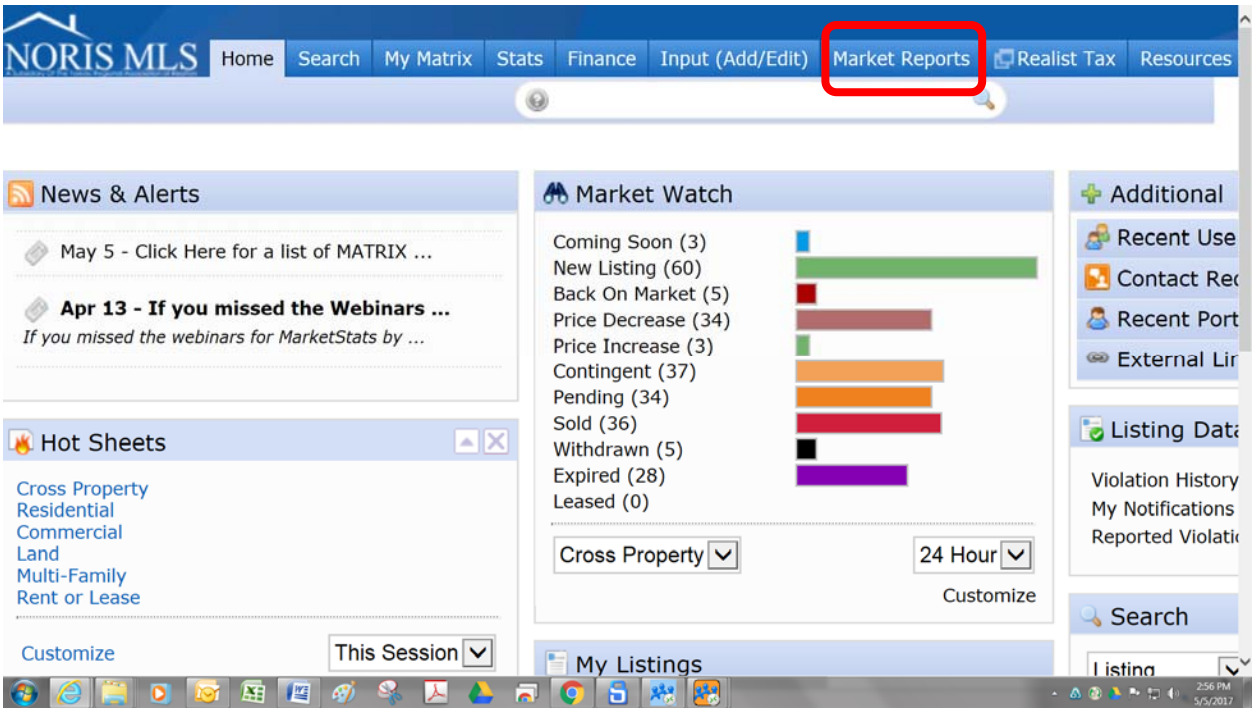
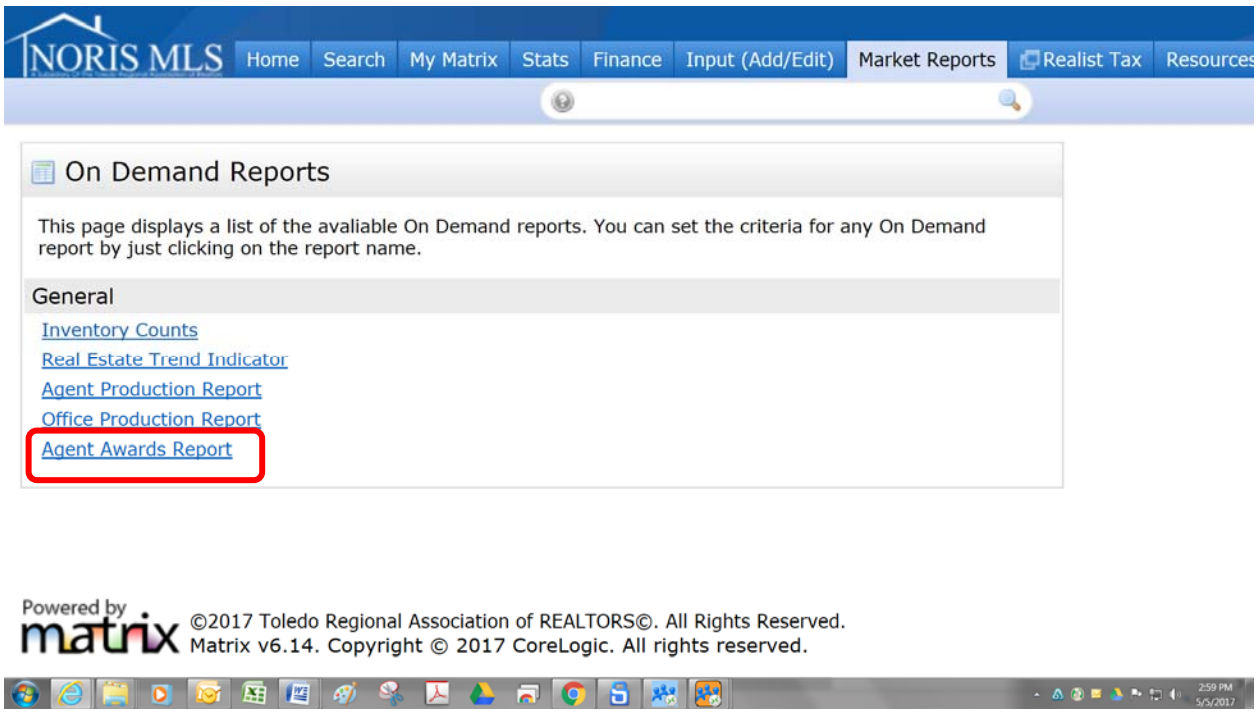
"AGENT AWARDS REPORT" INSTRUCTIONS

(For President's Sales Club Application)

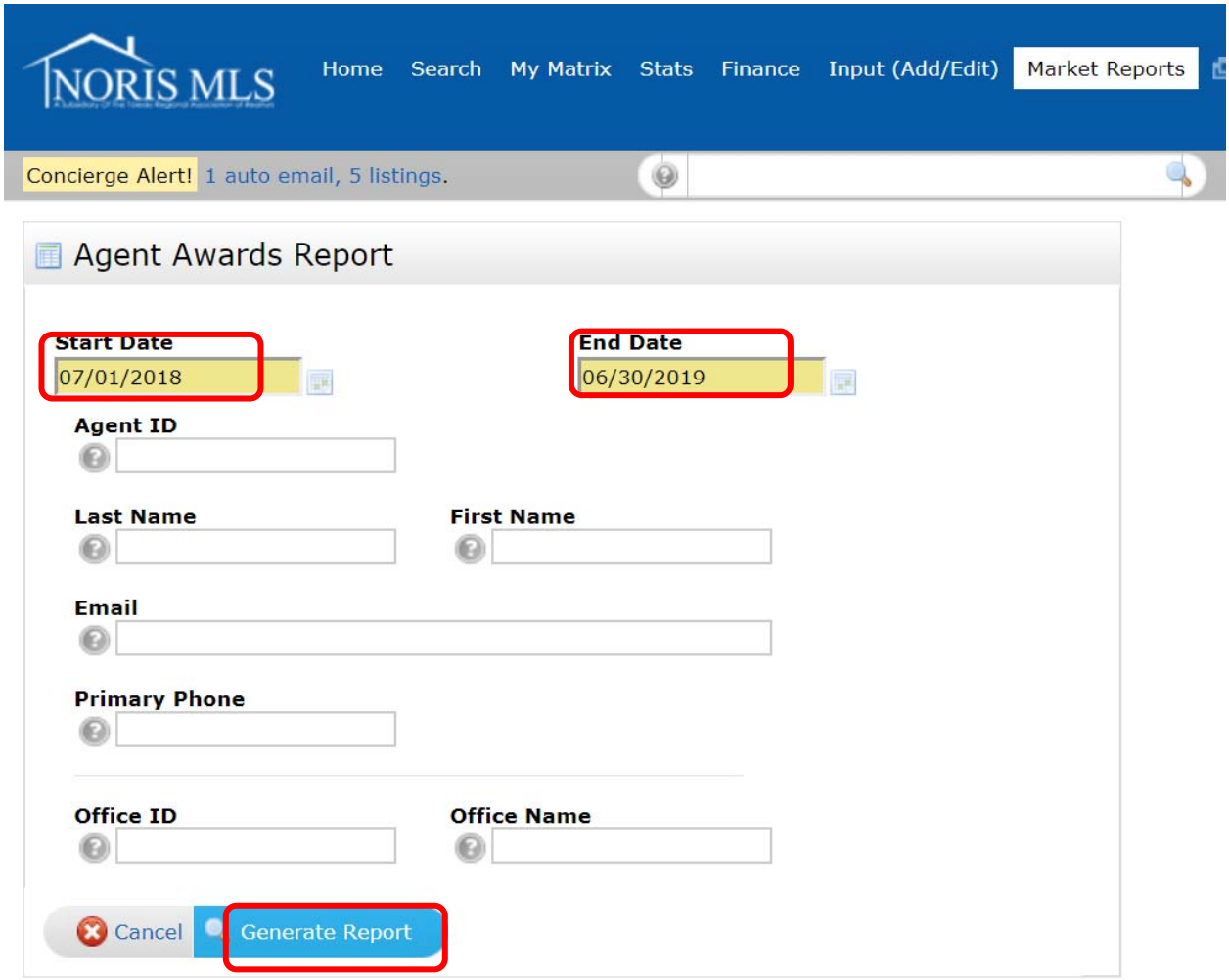
1. **Click on "Market Reports"**



2. **Click on "Agent Awards Report"**



3. **Enter the following Information:**
   Start Date - 07/01/2018
   End Date – 06/30/2019
   Enter you MLS "Agent ID"

4. **Click on "Generate Report"**

5. **Print Report**