

2024 EAST JEFFERSON BROKER TOUR SCHEDULE

1. East Jefferson Parish is to be divided into THREE specific GROUPS on a three-week rotation for sales meetings, company tours, and BROKER TOURS. A consecutive three-week turnaround time is to be followed. REPEAT tours must be denoted at the beginning of the remarks. TOUR TIMES: Any 2-hour window between 11:00a.m. – 2:00p.m.

GROUP I— Zips—70001, 70002, 70005

GROUP II— Zips—70003, 70006, 70065, 70062

GROUP III— Zips—70123, (Harahan), 70123 (Old Jefferson), 70121 (River Ridge)

There will be NO tours the week of Mardi Gras, Thanksgiving, Christmas, and New Years'. In the event of a tour falling the week of a holiday, the next Tuesday will be a continuation of the tour area in sequence.

A master plan for changes caused by unexpected events, i.e., a flood, must be formulated for all brokers.

2. Tuesday Tour Times:

Sales meetings to be conducted at regular broker times.

Houses to be toured are to be available for the **MINIMUM TIME** of 2 hours, but agents may choose the timeframe (ex. 11:00 a.m. to 1:00 p.m. or 12:00 a.m. to 2:00 p.m.) (longer if individual agents so desire)

HOUSES to be previewed by other Brokers are to be placed on the BROKER TOUR list and signified by an OPEN HOUSE sign on the property.

3. Houses scheduled to be toured are to be entered in the BROKER DATE listing fields, **BROKER TIME, BROKER REMARKS, MUST BE NOTED IF REPEAT TOUR.**
4. **For a list of homes on tour in the MLS, go to Search, Cross property, and then XPROP/Open Hse/Brk Tour and search by date.**

