

eXp ONBOARDING PROCESS

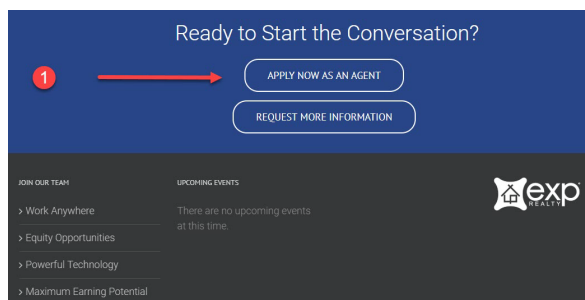


KOLB EXECUTIVE GROUP

1 Complete and Submit eXp Online Application Form

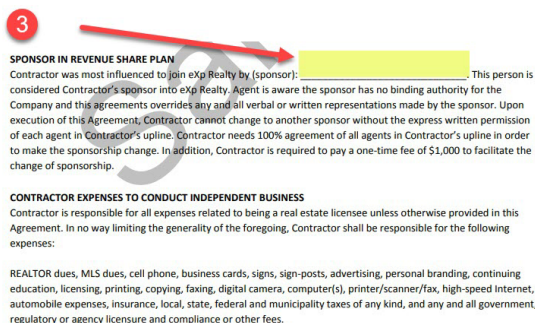
Go to <http://join.exprealty.com/> and fill out the form at the bottom of the page by clicking on the link "Apply Now As An Agent"

This will start the application process



2 Agent Services will send Joining Packet ICA (Independent Contract Agreement) from Right Signature in 3 to 5 business days

3 On Page 4 Of the ICA make sure put the correct sponsor. There person that introduced you to eXp Realty.



4 Once signed, onboarding will begin and be completed in 3 to 7 days. Please be patient!

5 You will receive two emails:

Business Card Voucher to order your FREE business cards
7 steps for setting up your accounts with eXp Realty.
Email is titled: "Urgent eXp Realty Account Information" This will be emailed to the address you provided initially. Please check your SPAM folder or your Google Promotions Tab.

6 Sever from Broker (You can do this after step 2)

Prepare Listing Transfer Forms for all active Listings prior to Sever

- Obtain Client Signature
- Obtain current Broker Signature
- Obtain eXp Broker Signature

Change Employer on ADRE website to: LC63421303

- Go to: <https://ptl.az.gov/app/dre/>

Jim Nuth, our state broker, will receive an auto email and accept you as an eXp Realty agent. You can visit the ADRE website periodically to check your status.

Change Employing Broker	
The following information represents what is current in our system. Click Continue below to make changes.	
<u>Employment Information</u>	
Name	Legal: EXP REALTY, LLC
	DBA: EXP REALTY
	License Number: LC634213003
	Expiration Date: 6/30/2020
	Employment Type: Salesperson
Contact Information	Phone Number: 602-525-3224
Mailing Address	Address Line 1: 16165 N. 83rd Ave. #200
	Address Line 2:
	County: Maricopa
	City: Peoria
	State: AZ
	Zip: 85302
<input type="button" value="Continue"/> <input type="button" value="Return to Home"/>	

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- 👁️ Fill out and submit Agent Notification of Transfer Form to Tar by emailing frontdesk@tucsonrealtors.org
- 👁️ Email all your fully signed listing transfer forms to: info@mllsaz.com
- 👁️ To get the forms you will need to transfer your listings and to change your license to eXp go to: www.tucsonazexperts.com/resources

7 Opt-Into Get Your Kunversion IDX Lead Gen Website

👁️ Go to: [CLICK HERE](#)

8 Get set up on Kolb Executive Group website www.tucsonazexperts.com

👁️ Email Tyler the following info: tylerqford@gmail.com

- 📢 Profile Picture
- 📢 Your email address you want to use for the contact form on your profile page
- 📢 Contact phone number you want for your profile page
- 📢 Your Bio for your profile page
- 📢 KVcoreURL so you are placed in the search for homes round robin to generate buyer and seller leads

NOTE: eXp Realty sets up a Gmail eXp Realty email for you. That is where all your email correspondence from eXp Realty goes. If you do not want to manage multiple email addresses you will need to forward your eXp Realty Gmail to the email address of your choice.



This is important because if you are not checking your eXp Realty Gmail email you will miss important emails.

