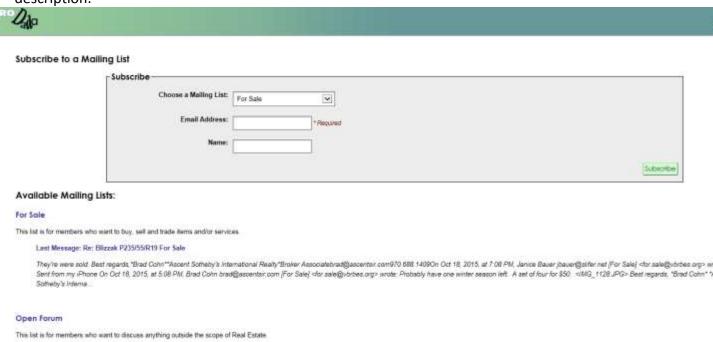# Broadcast E-mail System

The following instructions will guide you through how to subscribe and gain access to the email broadcast system, as well as sending out your own emails through these email distribution lists.

1. Login into www.vbr.net and click on the <mark>Green</mark> box in the upper right hand corner, then enter your Member ID and password to log into the site.

2. Place the cursor over <mark>Member's Home</mark> on the grey tool bar. Select <mark>Broadcast Email</mark> from the drop down list. The next page will welcome you to the mailing lists and show each description.

Subscribe to a Mailing List

Subscribe	
Choose a Mailing List:	For Sale
Email Address:	+Required
Name:	

Subscribe

Available Mailing Lists:

For Sale

This list is for members who want to buy, sell and trade items and/or services.

Last Message: Re: Blizzak P235/55/R19 For Sale

They're were sold. Best regards, "Brad Cohn""Ascent Sotheby's International Realty"Broker Associatebrad@ascentsir.com970.688.1409On Oct 18, 2015, at 7:08 PM, Janice Bauer jbauer@slifer.net [For Sale] <for.sale@vbrbes.org> wr Sent from my iPhone On Oct 18, 2015, at 5:08 PM, Brad Cohn brad@ascentsir.com [For Sale] <for.sale@vbrbes.org> wrote: Probably have one winter season left. A set of four for $50. <IMG_1128.JPG> Best regards, "Brad Cohn" "A Sotheby's Interna...

Open Forum

This list is for members who want to discuss anything outside the scope of Real Estate.

To subscribe, use the drop down menu to select the list you wish to subscribe to. Place your email address in the required email box. Make sure to do this for each list you wish to be subscribed to.

List	Description
For.Sale@vbrbes.org	This list is for members who want to buy, sell and trade items and/or services.
General.News@vbrbes.org	This list is for members who want to post information on Real Estate Related General News.
Open.Forum@vbrbes.org	This list is for members who want to discuss anything outside the scope of Real Estate.
Open.House@vbrbes.org	This list is for members who want to post Open House Information.
Real.Estate@vbrbes.org	This list is for members who want to post active MLS Real Estate Announcements.
Rental.Information@vbrbes.org	This list is for members who want to post information on New Rentals Available.

3.
- Compose a new email and enter a distribution list address: for example: for.sale@vbrbes.org
- Reminder: attachments are generally discouraged and tend to be filtered as spam or junk by the recipient's email account.
- Create the body of your email. All members will receive your email who subscribe to the list. Please be advised that each email is unique to only one list. Sending one email to two lists is considered a broadcast violation.
- After sending, you will automatically receive a confirmation email. If you do not see it, check your junk/all mail/spam folders and adjust your email provider settings accordingly.