



Texas Ally  
In The Loop

## What's new in Texas Ally Real Estate Group:

Hey {{ contact.FIRSTNAME }}!

Here's our February issue, hope you enjoy it! We would love to hear from you, feel free to reply to this email with your comments or suggestions!

### Opcity Leads

.Agents are having success on the Opcity leads program! Can add leads into your pipeline and maximize productivity. And there are **no upfront costs!** 😊

Contact Mariela at mariela@texasally.com for details



### We are hiring!

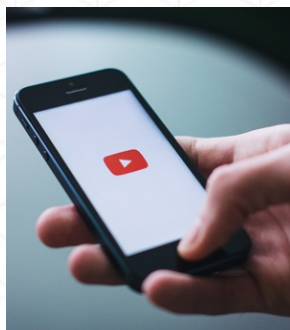
We would like to bring your friends onboard! If they sign up, we will send you **\$100 for the referral.**

We appreciate it!!

### BrokerSumo integration with MLS

Did you know our back office tool is integrated with MLS? **Search by address** before adding a new transaction to prevent duplicate entries.

MLS Listings will **sync and auto-populate** some fields (as long as the agent name matches exactly to the one in BrokerSumo) 😊



#### **BROKER VIDEOS:** **Frozen Pipes? Inspecting water/sewer lines**

Juston explains how to inspect the lines: [watch here](#)

If you have a specific request/idea for a video, please submit [HERE](#) for consideration! 📺

#### **HELPFUL LINKS:**

[Past Newsletters](#) / [Training & Resources](#)

### REMINDERS from the OPS Team

→ **Office mail is picked up and checks** are deposited into the Texas Ally escrow account only **on Wednesdays.**

→ **Friday Payday** is when we distribute commissions by initiating the Brokersumo Direct Deposit as long as ALL requirements have been met. Click [HERE](#) for a helpful article on how to set up your direct deposit.

→ **Closing Documents:** Please make sure you acquire from title and upload

into Brokersumo the final signed master/closing statement. This statement should clearly show the commission amount you are being paid. This is a requirement and we will not close out your transaction in Brokersumo until complete. Please make us aware once uploaded.

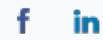
→ **Leases:**

- The full amount Commission Check should be mailed to the office, we will distribute the funds to the appropriate parties from there.
  - W9 for the Tenant Agent's Brokerage should be uploaded
    - > We will make the check payable and mail to the Brokerage, not the agent
  - The Net to Agent (you) on the CDA should be only the amount you are being paid, NOT the full amount of the check
  - Add payout to "Other Agent" as a debit on the CDA
  - Information on how to distribute the funds should be added to the bottom note section of the CDA
    - > Example: "Please pay <Tenant Agent Name> 50% of commission (\$1000). Brokerage W9 uploaded."
- Make sure your home address is marked as preference with REALTOR board.

### Need to contact us?

**Office Phone** 512.763.2559 / **Office Hours** Monday-Friday 9am-3pm  
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