



## **Property Presentation Guidelines – Submit the Friday Prior to the Meeting**

CARNM will provide a PowerPoint presentation of new and changed listings at the upcoming LIN meeting. New or changed listings will also be published on the CARNM website to increase visibility.

### **To Submit New Listings:**

1. Create a PowerPoint presentation with up to two slides per listing.
  - a. 1<sup>st</sup> slide to highlight the property
  - b. 2<sup>nd</sup> slide to provide a floor plan (no additional bullet point highlights)
  - c. Include the CARNM listing ID number if applicable
  
2. Email your PowerPoint slides to CARNM at [admin@carnm.realtor](mailto:admin@carnm.realtor) no later than the Friday prior to the meeting.

### **To Submit Thank You's:**

1. Create a PowerPoint slide that includes:
  - a. Your name
  - b. The person you wish to thank
  - c. Your “thank you” information
  
2. Email your PowerPoint slide to CARNM at [admin@carnm.realtor](mailto:admin@carnm.realtor) no later than the Friday prior to the meeting.

**PLEASE NOTE: Information or changes submitted after the deadline will not be included in the PowerPoint presentation and will not be posted to the CARNM website.**

If you have questions regarding the meeting, please contact CARNM at 505.503.7807.



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