

REALIST QUICK REFERENCE

Comparable Search

Realist has an automatic comparable properties search that can be executed from a subject property.

- Search for the subject property using one of the available search techniques: Address, Street, Owner Name, Owner Phone, Parcel Number, or General Query.
- View the Property Details for the subject property.
- Click the Comparable Properties button. An automatic comp search is used to find comps within a set radius of a subject property. Note: Occasionally, the comparable properties button will not appear for a subject property. The automatic comp search cannot be executed for properties in which key data is incomplete or for which the search is not predicted to be successful.
- Comparable Property Search Options – The default search options can be modified under Preferences.
 - Total comps to return – The agent can select any value between 1-20.
 - Sort method – properties can be sorted by distance from subject (default), sale date, sale price, or square footage.
 - Number of Months Back / Date Ranges – The automatic comp search looks for solds within a defined time period. The default value is the past 9 months.
 - Distance from the subject property defaults to .5 mile radius search. This can be changed from .1 mile to 10 miles depending on the property density of the area.
 - Year Built, Bedrooms, and Bathrooms. This agent can specify min/max ranges for these fields.
 - The Gross Living area defaults to 15%. This will search for comps that are within 15% of the sqft of the subject property.
 - Lot Area Difference. It is recommended that this value is left blank since most do not measure the sqft of lots.
 - Pool – it is recommended that for our area that the disregard option is selected.
 - Land Use – it is recommended that Same as Subject is selected. This will help ensure that the comps returned are the same type of property as the subject.
 - Geographic Option – certain geographic parameters can be used in addition to the radius search. An MLS member may want to search a radius but further limit comps returned by selecting one of these options.
 - Style – It is recommended for our area that the default selection of All is selected.
 - Show Street Map – by default, a MapQuest street map is included on the comp report. The map identifies the subject property and all the comps.
- After selecting the desired search options/criteria click the Get Comparables button.
- Select the desired comps by checking the box to the left of the address.
- Note: Assessed Value Ratio = Sales Price / Assessed Value. Most recent sales will have an assessed value ratio greater than 1 because properties typically sell for more than the county assessment.
- After selecting the desired comps click the Generate Comp Report button.
- The report is designed with a summary at the top, followed by a street map and then detailed information in a columnar format. The first column shows the subject property and the succeeding columns show the comps.
- The values contained in the Project Values and Comparable Statistics sections can be turned off in Preferences.
- Click the printer icon to print the report. Click the envelope icon to email the report.