



THE OFFICIAL NEWSLETTER OF THE PARANAQUE-LAS PIÑAS-ALABANG REAL ESTATE BOARD, INC. MAY 2019

THE PLAREB LEAD

The Official
Newsletter of the
Parañaque Las
Piñas Alabang Real
Estate Board



PLAREB OUTREACH PROGRAM *see page 11*



PLAREB BOARD OF DIRECTORS 2019

PRESIDENT'S CORNER

Thank you PLAREB family for giving us, your 2019 Board of Directors, the opportunity to be of service to you and the community. Accepting this responsibility was not easy. But with the blessings of the Almighty, the guidance and mentorship of our past presidents, and most especially the support of the members, the Board will be able to accomplish our targets and objectives laid down for the year. We will surely surmount the challenges that we will be faced with.

PLAREB, now on its 44th year, will not be able to attain its present status as one of the biggest local Real Estate Boards in this part of Metro Manila, if not for the efforts and contributions of our past leaders (PLAREB was even instrumental in the crafting of the RESA Law – RA9646). We would like to extend our heartfelt thanks and gratitude to the past presidents of PLAREB by dedicating one whole page of this LEAD issue for them.

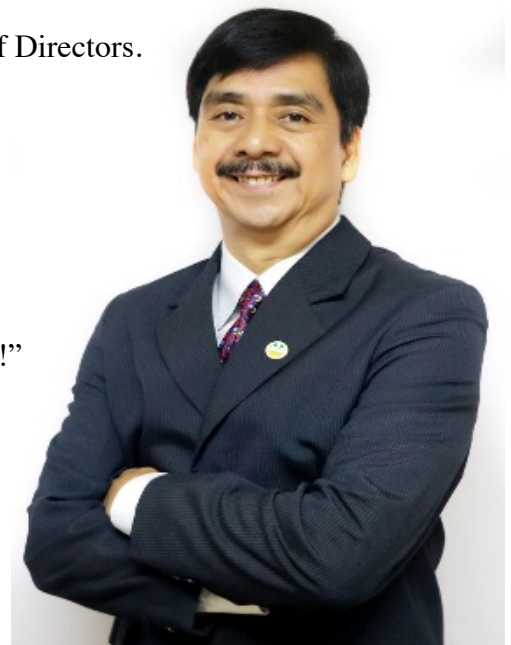
2019 programs and activities will be aligned with our mother board PAREB, the largest real estate organization in the Philippines. Pictures and names of PAREB's 2019 officers are also appended for your reference.

Transparency and accountability are of paramount importance in performing and managing the affairs of PLAREB. We aim to strengthen our finances by devising additional source of income and minimizing cost, by only spending what is necessary. We also endeavor to have the Amended By-Laws passed and approved this year. Other targets for 2019 are outlined in the Key Performance Indicators (KPI) summary. The audit of 2018 Financial Statements was already completed and the annual ITR, submitted to BIR. Comparative Balance Sheet & Statement of Revenues and Expenses for the years 2016-2018 is included in this issue for your appreciation.

Again, thank you for your trust and confidence extended to 2019 Board of Directors.

**“KAYANG KAYA KUNG SAMA-SAMA!”
“PLAREB NATIN ‘TO!”**

President Glicerio M. Avanceña



PLAREB 2019 BOARD OF DIRECTORS



GLICERIO M. AVANCENA
PRESIDENT



MARIA LUISA R. ALVERSADO
EXECUTIVE VICE PRESIDENT



MARIA THERESA A. ESTRADA
1ST VICE PRESIDENT



FRANCISCO S. BENEDICTO III
2ND VICE PRESIDENT



TIMOTHY R. ABANTO
3RD VICE PRESIDENT



ARACELI B. FUENTESPINA
BOARD SECRETARY



MA. LOURDES C. LAPUZ
TREASURER



RAMON D. FLORES
AUDITOR



MINERVA G. TAM
PRO



PHOEBE S. SO
ASSISTANT BOARD SECRETARY



ALLAN N. REYES
ASSISTANT TREASURER



GWEN LAURA M. SURIA
IMMEDIATE PAST PRESIDENT

PLAREB PAST PRESIDENTS



+Max Allanigue
1976



+Ely Cordero
1977



Jose dela Cruz
1978



Gabriel Casimiro
1979



Vic Salinas
1980



+Conchita Viloria
1981



Manuel Villar
1982



Ederlina Wenceslao
1983



+Manuel Evangelista
1984



Lorenzo Salvador
1985



Josephine Balderian
1986



Clarito Cordero
1987



Pat Aycardo
1988



Cristina Domingo
1989



Nini Icasas
1990



Adan Tueres
1991



Leticia Elegado
1992



Bards Estrella
1993



Ester Tomaeng
1994



Arturo del Rosario
1995



+Fernando Roa
1996



Rosalinda Cantor
1997



Jose Ong, Jr
1998



Oscar Genuino
1999



Levy Alvarez
2000



Rasyil Abela
2001



Prim de Guzman
2002



Mars Pompa
2003



Filemon Fernandez
2004



Porfirio Angus, Jr
2005



Elizabeth Zepeda
2006



Ma, Daphne Bereciarte
2007



Guia Crisostomo
2008



Jocelyn Sison
2009



Carol Alvarez
2010



Edwin Allanigue
2011



Jo Alagao
2012



Coy Bertiz
2013



Cindy Medina
2014



Miyan Medina-Cue
2015



George Mendoza
2016



Trinidad Enriquez
2017
2017 - 2018



Gwen Laura M. Suria
2018
2019

CONGRATULATIONS!



Congratulations to PP Daphne Bereciarte and PP Carol Alvarez who earned their Masters in Business Administration major in Building & Property Management 2017 and 2019, respectively.



KEY PERFORMANCE INDICATORS

KEY PERFORMANCE INDICATORS				
	2018	2019	Change	Remarks
Cash (Operations) - Php	150	300	100 %	
CPD Seminars (1 per Qtr)	4	4		P500T+ Net
MIGS	150	180	20 %	P381T
Sponsorship/Others - Php	87	124	42%	
Ammended By-Laws	Final Draft	Endorsement/ Approval		
Finance / Admin		Quarterly		GMM
MLS	Caravan, matching,etc			
Bantay Colorum	Fliers/Tarps to diff. agencies, etc.			
Fellowship / CSR	Sportsfest, outing, zumba, Outreach, etc.			
Asset Purchase		Php330T	Parking /	Laptop Computer
Others (PAREB/CREBA)	Meetings/Convention/MLS/etc.			

STATEMENTS OF FINANCIAL POSITION

PARANAQUE LAS PINAS ALABANG REAL ESTATE BOARD INC			
STATEMENTS OF FINANCIAL POSITION			
AS AT DECEMBER 31, 2016 ,2017 AND 2018			
	2016	2017	2018
<u>ASSETS</u>			
CURRENT ASSETS			
Cash	53,651	848,292	857,301
Accounts Receivables	50,640	40,000	40,000
Other Current Asets		19,345	13,911
	104,291	907,637	911,212
NON-CURRENT ASSET			
Property & Eqpt - net	3,012,302	2,413,425	2,268,621
TOTAL ASSETS	3,116,593	3,321,062	3,179,833
<u>LIABILITY & FUND BALANCE</u>			
Current Liability	51,188	2,000	5,000
Fund Balance	3,065,405	3,319,062	3,174,833
TOTAL LIABILITY AND FUND BALANCE	3,116,593	3,321,062	3,179,833
STATEMENT OF REVENUES AND EXPENSES			
FOR THE YEARS ENDED DECEMBER 31, 2018, 2017 AND 2016			
	2016	2017	2018
REVENUES			
Seminar	1,212,353	1,058,817	1,186,391
Membership	417,386	366,785	328,603
Sponsorship / Others	255,312	125,010	87,787
Gain on Asset Sale		423,853	
	1,885,051	1,974,465	1,602,781
EXPENSES			
Seminar (CPD)	667,075	544,971	661,629
Sal/Wages/Etc	324,163	369,400	405,249
Meetings/Conf.	226,253	114,197	223,699
Depreciation	228,790	179,382	159,204
Tel/Int/Power/etc	185,369	145,379	110,625
Printing/Off. Supls/Tran/Tax,Licenses	233,356	118,165	101,721
Professional fees	134,971	42,889	33,040
Pareb/Creba/ads	105,102	72,835	19,500
Donation/Miscellaneous	162,284	26,081	32,343
	2,267,363	1,613,299	1,747,010
EXCESS OF REVENUES OVER (EXPENSES)	(382,312)	361,166	(144,229)
INCOME TAX EXPENSE		107,509	
NET EXCESS OF REVENUES OVER (EXPENSES)	(382,312)	253,657	(144,229)

CREBA

Seeks Changes to the Real Estate Service Law

REPUBLIC ACT 9646
REAL ESTATE SERVICE ACT (RESA)

ITO AY BATAS.

Per R.A. 9646 Art IV Sec 29: Only Real Estate Practitioners with current Professional Regulation Commission (PRC) issued licenses shall practice Real Estate Service in the Philippines.

Per R.A. 9646 Art IV Sec 39. Violators' penalty of not less than Php 200,000.00 or imprisonment of not less than FOUR (4) YEARS or BOTH.

MAKIPAG-UGNAYAN LAMANG SA LISENSYADONG REAL ESTATE BROKER!

Kung nais maging LISENSYADONG SALES PERSON, makipag-ugnayan sa
PARAÑAQUE LAS PIÑAS ALABANG REAL ESTATE BOARD, INC.
2A Lanzones Building, Westmont Village Condominium, Dr. A. Santos Ave., Parañaque City
Telephone: (02) 825 0942 - 43 Email: info@plareb.org

www.plareb.org

The Chamber of Real Estate and Builders' Associations Inc. (CREBA) - the largest umbrella organization of the majority of players in the country's real estate and housing industry - is seeking the amendment of key provisions of the **Real Estate Service Act**, more commonly known as the RESA Law, to address what could result in negative economic impacts to developers as well as the thousands of real estate professionals nationwide.

In an appeal to lawmakers, the **Chamber of Real Estate and Builders Associations Inc.** (CREBA) said that while the purpose of the law is just a timely and highly commendable, there are certain provisions which result to undue restrictions to real estate developers, as well as prohibitive requirements for employment, to the detriment of thousands of less-educated individuals.

"The title and objectives of the law are clear and specific. Surprisingly, the subsequent provisions extend beyond regulation of the real estate service practice. Even developers are now being regulated against selling their owned projects" Charlie A. V. Gorayeb, CREBA national president pointed out.

Section 28 of the law states provision of the law and its rules and regulations shall not apply to any person, natural or juridical, who shall directly perform by himself the acts of a real estate service practitioner with reference to his or its own property, "except real estate developers."

The prohibition for developers to sell their own properties is counter-productive and puts landowners at a very disadvantageous position." Gorayeb said.

Meanwhile, CREBA national chairman Noel Toti M. Carino assailed the discriminatory scholastic requirements for real estate salesperson before they can get accredited and registered by the professional regulatory board of the real estate service (PRB-RES) considering that there have been thousands of such agents earning a decent living from legitimately offering real estate before RESA came into law.

"We will be depriving these individuals the chance to partake in the economic benefits of real estate. Many of them have been there working for so long, and then they will be suddenly cut-off because they cannot qualify for registration," Carino Stressed.

CREBA suggest to reduce the academic requirements for salesperson provided that they undergo relevant training or are certified to possess the ample experience by the licensed brokers supervising them.



1st 2019 CPD SEMINAR FOR BROKERS & SALESPERSONS: A SUCCESS!

By: Maria Luisa R. Alversado, 2019 EVP & Chairperson of EDUCOM

PLAREB's first 2019 CPD seminar for both brokers and salespersons last February 22 & 23, 2019 (Friday & Saturday) held at St. Rita Orphanage in Sucat, Parañaque was a success! A total of 70 participants (53 brokers and 17 salespersons) attended the seminar. The first day was facilitated by PLAREB's past president, Ms. Carol Alvarez, REB, REA, REC with topics on Property Management, Condominium Concepts, Real Estate Transactions and Code of Ethics. The second day, on the other hand, was facilitated by Mr. Jovi Tupaz, REB, REA, REC and discussed 2019 Real Estate Outlook, Online Marketing Presence, and RESA Law.

The second CPD Seminar for Brokers only is slated on April 26 & 27, 2019 but with the new 15 CPD Units renewal requirements for Brokers effective March 1, 2019, we are expecting lesser participants.

UPDATES FROM MARCH 11 CONSULTATIVE MEETING FOR REAL ESTATE SERVICE PRACTITIONERS (IN COMPLIANCE WITH AMENDED IRR OF RA 10912)

1. CPD for Real Estate Brokers –required CPD Credit Units (CUs) for License Renewal was reduced to 15 units only. This is during the transition period or until the CPD Operational Guidelines from PRBRES is finalized and approved for implementation.

2. Major CPD Operational Guidelines (OG) - required CPD CUs is proposed to be categorized as follows:

- Category A (Practicing REP in ASEAN/Internationally) - 45 / 35 CUs
- Category B (Practicing REP in the Phils.) - 35 / 25 CUs
- Category C (Non Practicing REP - License renewal only) - 25 / 20 CUs
- Category D (Accredited Salespersons) - 10 / CUs
- Category E: Senior Citizens RE Professionals
 - >60 to 65 years old - 24 / 15 CUs
 - >65 to 69 years old – 9/ 9 CUs
 - >70 years old and above - no CPD required

3. CPD OG - PRBRES is still in the process of engaging various stakeholders (through forums, meetings, conferences, etc.) to solicit inputs, reactions, concerns, etc. prior to finalization, approval & implementation.

4. Also in the proposed OG are various means/ways/venues of securing CPD units (i.e. Seminars, Conventions, Meetings including GMM, Trainings, Professional work, MIGS, BOD member, MBA/PHD degrees/units, etc.)

Please note that above are not yet final and still undergoing changes.

PLAREB BIRTHDAYS

JANUARY

2 PP Christy Domingo
5 Jeff Tobias
6 Dennis Gutierrez
9 PP Miyan Cue
11 Roslyn Mangahas
12 Carlo Miranda
15 Jun Coloma
16 Chriz Alcantara
16 Divina Valdez
19 PP Coy Bertiz
21 Armand Coloma
24 Treas. Ma. Lourdez C. Lapuz
24 Linda Francisco
25 PP Josie Balderian
25 Elvira Nanagas
25 Jean Urbano
26 Vilma Limuco
26 Ronnie Canaria
27 2nd VP Atty. Francis Benedicto
27 Chris Lim
28 Altaire Laurel
31 Brd Sec Araceli F. Necessario
31 Sheila Carlos
31 Jocelyn M. Leeprewat

FEBRUARY

2 Glenda Lugue
3 Blaise Pablo
6 PP Tita Elegado
6 Sylvia Salanga
8 Camille LLave
12 Lilia Punzalan
13 Des Madsen
13 Danny Madriaga
19 Philip Cristobal
21 Irene Tintiman
25 Alice De Guzman
26 PP Jo Alagao
29 Kris Chua

MARCH

3 PP Oscar Genuino
3 Lita Albayalde
3 Rino Que
4 Asst Treas.
6 Ditas Agbulos
6 Melissa Oostendorp
6 Neri Capistrano
7 Lynne Santiago
9 Mike Reyes
9 Beth Bautista
9 Roland Dantes

11 Michelle Trapsi
15 Vitus Cruz
19 Joe Pamilar
21 EVP Lui Alversado
24 Len Pacuanayen
24 Ludz De Leon
25 Nena Sui
26 PP Ben Casimiro

APRIL

1 Juvy Kopitzke
2 PP Nitz Wenceslao
9 PP Ester Tomaneng
15 Minda Santillan
15 Siony Borbe
15 Beth Lahoz
15 Rowena Gonzales
16 Lambert Modina
18 King Martinez
19 Luz Apolonio
20 Mia Tam
22 PP Bard Estrella
27 PP Levy Alvarez
29 Dennis Cuenca
29 Joy Zepeda



GENERAL MEMBERSHIP MEETINGS JANUARY- FEBRUARY- MARCH

By: Realtor Araceli B. Fuentespina, 2019 Secretary

The first PLAREB GMM for the year 2019 was held last January 31, 2019 with our President, Glicerio M. Avancena as officer of the month.

We had two Presenters for this month; Hoppler Inc. headed by Mr. Arvin Chester Abreu, Director of Business Park and Century Properties Group represented by Ms. Clouie Gener and Mr. Van Dominguez.

Our guest speaker was Justin Victor Dela Cruz ENP, REA, REB, RPA cc who discussed an update on "Real Estate Outlook by the Numbers."



We had an interesting second post valetine-themed PLAREB GMM held on February 28, 2019 with our officer of the month, EVP Lui Alversado. We were fortunate to have two guest speakers: the former Head of Research, Consulting & Valuation of Jones Lang Lasalle Mr. Claro DG. Cordero Jr. and Prof. Enrique M. Soriano, RE Program Director, Ateneo Graduate School, Strategic Advisor, Wong + Bernstein Adv. Group. An insightful topics on "Real Estate Data & Trends for Brokers" were discussed. We had 2 presenters for the month: AMAIA Land Corp. and AVIDA Land Corp. Learning Hour on EQ in Real Estate Selling was also shared by the officer of the month.

The third GMM with luau theme was held last March 28, 2019 led by our officer of the month, 1st VP Tess Estrada. We were fortunate to have Mr. Fernando F. Nicolas, SSS Department Manager III, who gave us an update on SSS benefits. PLAREB members took advantage of the presence of SSS representatives to check on their respective SSS contributions. Presenters were: SOC Land Development Corp. represented by Mr. Charles Alday, Executive Sales Head; Rockwell Primaries represented by Mr. Andreu Sevilla, Sales Associate; and Filinvest City Commercial Lots represented by Ms. Maria Theresa B. Xerez-Burgos, Sales Manager. Three new members were also inducted during the GMM namely: Theresita R. Ablaza, Melva M. Marcelo and Robert Jayson K. Casanova adding to the growing number of PLAREB.



PLAREB OUTREACH PROGRAM

By : Minerva Tam, 2019 P.R.O.

I am happy to share our successful first PLAREB Outreach Program for 2019 which was held last March 30, 2019 at CASA MIYANI (Boystown) in Alabang. P12,500 cash was donated by PLAREB (a portion of which came from PLAREB's fund-raising movie block screening, The Avengers and with the rest coming from the personal donations of BODs and members). A Drum Set was also given by yours truly as a personal donation. The boys took turn in playing the instrument before lunch was served and fellow BODs and outreach committee members had a one-on-one with them. The program ended with a special song number from the CASA MIYANI boys and a short thank you message from Fr. Joseph Mallari.

It was a simple yet touching first outreach for PLAREB.

I would like to personally thank fellow BODs and outreach committee members, Ruth Daluz, Maylyn Lloren and Ditas Agbulos for sharing their time and personal donations.

I hope that more from PLAREB can join our next outreach which will be announced soon God loves a cheerful giver! God bless us all!





MEMBERSHIP UPDATE

By: Maria Theresa A. Estrada, 2019 1st VP & Chairperson of Membership Committee

Five (5) new members joined our PLAREB Family from the period, January to March 2019. All were inducted during our General Membership Meeting led by our 2019 President, Glicério Avanceña.

The following Five (5) New Members were:

1. Anna Queen Gloria Martinez
2. Arsenio R. Vidad Jr.
3. Robert Jayson Casanova
4. Melva M. Mercado
5. Teresita R. Ablaza

To our NEW MEMBERS, WELCOME to PLAREB! Thank you for choosing PLAREB as your personal and professional real estate organization.

To all our members, PLAREB will do its best to continuously provide individual and team opportunities that will allow each and everyone to attain highest potential through valuable benefits, services, and educational opportunities which will help enhance your for personal and professional growth.

The Membership Committee has released its EARLY BIRD PAYMET PROMO which entitle members, who will pay their annual dues from January 1, 2019 to March 31, 2019, with One Time FREE GMM ENTRANCE FEE plus a meal and a FREE PLAREB 2019 Christmas Party ENTRANCE FEE. While for members who will pay annual dues from April to June 30, 2019, you will be entitled to a One Time GMM FREE ENTRANCE FEE with meal. In addition, enjoy PLAREB's membership benefits through our FB MIGS Official, FB PLAREB MLS, Viber group and PLAREB Website.

Another Promo is the MEMBER GETS MEMBER (MGM) PROMO. This is an incentive open to all PLAREB MEMBERS IN GOOD STANDING who will be able to recruit Brokers and sign up as New PLAREB Members. Enjoy FREE One Time GMM ENTRANCE FEE with meal. The regular member who will refer the most number of members at the end of 2019 will receive a special citation from PLAREB.

Lastly, sharing our latest figures on membership: Out of the 272 total members, 157 members are considered active. As of April 25, 2019, ninety-two (92) members have already paid their membership dues. The objective of the committee is to actively recruit, promote and encourage Real Estate Professionals to join PLAREB. We will reach out to those inactive members who have not renewed their membership to determine why they didn't renew and encourage them to come back to our fold and excite them to be more involved with PLAREB. This will only be made possible with the help and support of our members. So I enjoin you: help us grow PLAREB! Share these updates now!



AVENGERS ENDGAME MOVIE BLOCK SCREENING

By: Ramon D. Flores, 2019 Auditor

The 2019 BODs had always thought of staging fund-raising events to help sustain the organization, and the announcement of the last sequel of The Avengers this summer paved the way for PLAREB's first ever movie block screening. Aside from the income it may generate, this is also a good time for PLAREB members to relax and bond with their respective families. With the help and support of PLAREB members and sponsors, this came into realization last April 26 in SM Sucat. A short program led by President Glenn Avanceña was held prior to the movie, raffling 5 boxes of Maya Mug Cake and acknowledging participating sponsors: AVK Philippines, Inc., E.T. Homes, Century Properties, Atty. Barry Neil Tobias and thanking all who bought tickets in support of PLAREB. The movie ran for a little over 3 hours ending with a round of applause!

We had our misses but PLAREB's first movie block screening, over-all, was a success! Thank you once again to our sponsors and PLAREB members (and their guests) for making this movie block screening possible. Looking forward to your support in our next fund-raising activity!

KNOWLEDGE SALES

By: Realtor Araceli B. Fuentespina , 2019 Secretary

Compiled with PHILIP RISCH

THESE NINE IDEAS THAT WILL PROPEL YOUR MOVE INTO COMPUTER/INTERNET AIDED REAL ESTATE.

- 1. PROSPECTING** – EVERY AGENT KNOWS THE IMPORTANCE OF PROSPECTING. YET, AFTER OUR PROSPECTING STARTS PAYING OFF, WE'RE OFTEN TOO BUSY TO KEEP IT UP. WITH A COMPUTER, YOU CAN START UP A SYSTEM AND KEEP IT GOING WITH MINIMAL EFFORT. MUCH OF WHAT YOU NEED WILL PREVIOUSLY HAVE BEEN ESTABLISHED ON YOUR SYSTEM AND BE ACCESSIBLE AT THE TOUCH OF FEW KEYS.
- 2. PROSPECT TRACKING** – BEYOND PROSPECTING, YOUR COMPUTER WILL ALLOW YOU TO EASILY TRACK ANY CONTACTS YOU'VE MADE WITH PROSPECTS. BY KEEPING INFORMATION ON ALL PROSPECTS. BY KEEPING INFORMATION ON ALL PROSPECTS, YOU CAN EASILY SORT AND RETRIEVE INFORMATION ABOUT THEM.
- 3. TRANSACTION TRACKING** – IMAGINE HAVIN AT YOUR FINGERTIPS ALL THE DATA YOU NEED TO TRACK THE TRANSACTION BETWEEN CONTRACT AND CLOSING! TODAY WE'RE REQUIRED TO STAY ON TOP OF INSPECTIONS, CRITICAL DATES, SPECIAL LENDER REQUIREMENTS AND SO ON. I'M WELL AWARE OF THE TRACKING SHEETS, ENVELOPES AND OTHER SUCH GUIDES FOR FOLLOWING A TRANSACTION TO CLOSING. BUT NONE OF THEM WILL BEEP THE WAY MY COMPUTER DOES TO REMIND ME OF WHAT HASN'T BEEN DONE BY A REQUIRED DATE.
- 4. DESKTOP PUBLISHING** – DEPENDING ON THE MARKET YOU'RE IN, IT MAY BE COMMON PRACTICE FOR YOU TO PRODUCE FLYERS FOR EACH OF YOUR LISTINGS. BEFORE I GOT MY COMPUTER, I WAS SPENDING \$350-\$500 ON FLYERS FOR EACH LISTING. I WAS ALSO SPENDING TIME GLUING A PICTURE OF THE LISTING ON EACH FLYER. ONCE I HAD LEARNED DESKTOP PUBLISHING, HOWEVER MY COSTS DECREASED DRAMATICALLY, FOR A QUANTITY OF 250, I'M NOW SPENDING ABOUT \$7 FOR FLYERS WITH A COLOR PHOTO. BESIDES THE MAJOR COST DIFFERENTIAL, I NOW HAVE MY FLYERS IN ONE TO TWO HOURS RATHER THAN THREE TO FIVE DAYS.
- 5. RETRIEVING MLS DATA** – IF YOUR BOARD IS COMPUTERIZED SYSTEMS, AND CAN BECOME SERIOUS PROBLEM WHEN THEY'RE OVERLOADED. WHAT DO YOU DO WHEN ALL THE TERMINALS ARE TIED UP – ASK THE BUYERS SITTING ACROSS FROM YOU TO WAIT AROUND A FEW HOURS FROM YOU TO WAIT AROUND A FEW HOURS UNTIL THE TERMINAL IS AVAILABLE?

WITH YOUR OWN COMPUTER, NOT ONLY CAN YOU ACCESS MLS DATA FROM YOUR DESK, BUT YOU CAN ALSO MERGE THE DATA INTO YOUR OWN SYSTEM AND USE IT FOR AUTOMATICALLY DOING CMA's AND DEVELOPING MLS PAMPHLETS FOR INTERESTED BUYERS AND YOU CAN EASILY EDIT THE MLS DATA TO PROTECT THE SELLERS CONFIDENTIALITY. YOU'LL NEED A MODERN TO ACCESS MLS DATA USING YOUR PERSONAL COMPUTER.

- 6. FAXING AT YOUR DESK** – YOU CAN NOW INSTALL AN EXPANSION CARD INTO YOUR COMPUTER, LOAD THE SOFTWARE, AND BEGIN SENDING AND RECEIVING FAXES AT YOUR DESK. AN EXPANSION CARD IS A PRINTED CIRCUIT BOARD. YO INSTALL THE CARD, SIMPLY OPEN THE BACK OF YOUR COMPUTER (FOUR OR FIVE SCREWS) AND PLUG THE CARD INTO ANY AVAILABLE SLOT. THE PROCESS TAKES ONLY ABOUT TEN MINUTES TO COMPLETE.

ONCE THE FAX BOARD HAS BEEN INSTALLED, YOU'LL BE ABLE TO RECEIVE AND PRINT THE FAXES OR USE YOUR WORD PROCESSOR TO COMPOSE A FAX AND THEN SEND IT DIRECTLY FROM YOUR COMPUTER WITH OR WITHOUT A COVER SHEET. MOST SYSTEMS ARE PROGRAMMABLE, WHICH MEANS YOU CAN SEND A FAX AT 4:00 AM WITHOUT HAVING TO BE IN THE OFFICE. A COMPUTER FAX SHOULD COSTS ABOUT \$195.

7. VOICE MAIL – YOU CAN ALSO USE YOUR COMPUTER AS AN ANSWERING MACHINE. IF A CALL COMES INTO YOUR OFFICE AND YOU'RE NOT THERE, THE RECEPTIONIST CAN DIRECT THE CALL TO YOUR COMPUTER NUMBER. THE VOICE MAIL SYSTEM IS AVAILABLE WITH YOUR FAX MACHINE OR WITHOUT IT AND ALSO WORKS WITH YOUR MODEM. A VOICE MAIL SYSTEM ALSO COSTS ABOUT \$195, AND COMBINATION VOICE MAIL, FAX SYSTEM AND 2400-BAND MODEM SHOULD NOT COSTS ABOUT \$395.

8. WORD PROCESSING – WITH WORD PROCESSING, YOU CAN PRODUCE NEATER LETTERS AND DOCUMENTS THAT YOU COULD EVER GET WITH A TYPEWRITER. MANY OF TODAY'S WORD PROCESSING SYSTEMS EVEN INCLUDE DESKTOP PUBLISHING FEATURES, AS WELL AS SPELLING AND GRAMMAR CHECKERS. ONE WORD OF CAUTION, THOUGH: GRAMMAR CHECKERS GENERALLY WORK FROM STRUCTURED FORMULAS AND CAN'T ALWAYS ANALYZE SUBTLE VARIATIONS IN THE ENGLISH LANGUAGE. THERE'S NO SUBSTITUTE FOR A GOOD PROOFREADER.

9. PERSONAL FINANCIAL TRACKING – AS REAL ESTATE AGENTS, WE OFTEN SPEND SO MUCH TIME TRACKING OTHER PEOPLE'S FINANCES THAT WE LET OUR OWN FINANCIAL TRACKING GO DOWNHILL. THE ACCOUNTING SOFTWARE AVAILABLE TODAY WILL ALLOW YOU TO RECORD TAX-DEDUCTIBLE INFORMATION AND OTHER FINANCIAL DATA ELECTRONICALLY.

YOU CAN ALSO HAVE CHECKS PRINTED BY THE COMPUTER. MOST OF THE MONTHLY BILLS WE PAY GO TO THE SAME CREDITORS AND IN MANY CASES ARE FOR THE SAME AMOUNT EACH MONTH. THE SOFTWARE AVAILABLE TODAY WILL KEEP THOSE PAYEES IN MEMORY AND PRINT CHECKS AT YOUR BECK AND CALL.

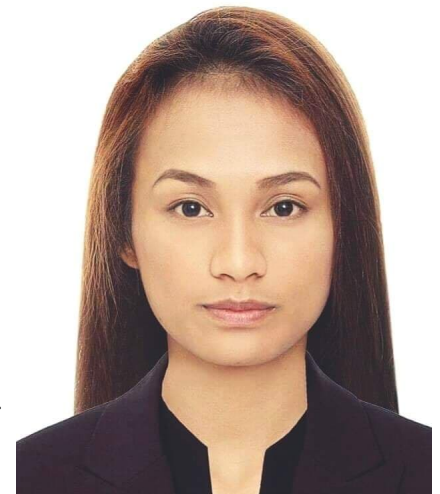
YOU DON'T HAVE TO BECOME A COMPUTER WHIZ TO UNDERSTAND WHAT A COMPUTER CAN DO FOR YOUR BUSINESS. ONCE YOU GET STARTED, YOU'LL UNDOUBTEDLY COME UP WITH A DOZEN WAYS OF YOUR OWN TO INCREASE YOUR PRODUCTIVITY.

PLAREB would like to express its gratitude to Salvacion "Siony" Borbe for her outstanding service and contribution to the organization. Since the start of her membership in 1994, Siony has been of valuable assistance to the group, volunteering to help in organizational tasks.



She then officially became a staff member, initially as a part-time in 2010, then as full-time in 2014. After 9 years, she is now retiring. Everyone in PLAREB will miss her cheerful friendship, and wishes her all the best.

PLAREB now welcomes Malaikah "Khai" Zambrano to the fold as our new staff member. She is a graduate of Information Technology in 2017, and will now help us in fulfilling our organizational tasks.



JOIN A WINNING TEAM!



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PARAÑAQUE CITY



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LILIAN GRACE CORTES

LICENSED REAL ESTATE BROKER

PRC Reg. No. 0001950

Globe 0917 813 5725

Smart 0920 962 3439



MARIA THERESA A. ESTRADA

1ST VICE PRESIDENT of PLAREB
Chairperson Membership Committee

Licensed Real Estate Broker

PRC Reg. No. 0005248

Globe 09778198760

Smart 09989985434