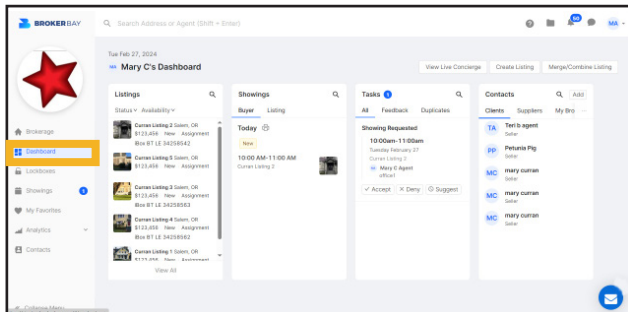


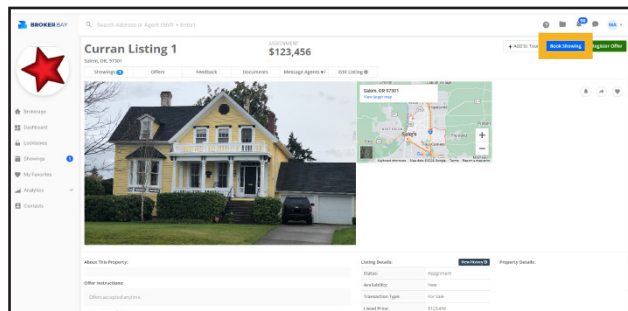
# Booking an Appointment

## Using the Supra Web App, powered by BrokerBay™

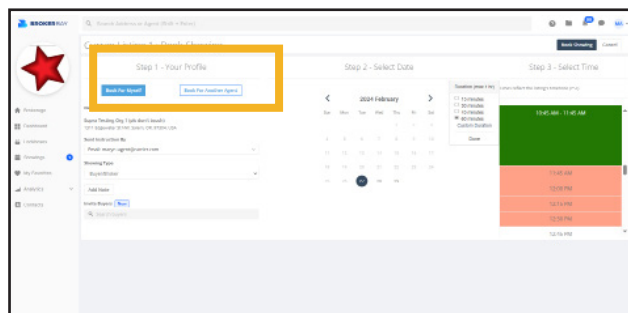
- From the dashboard, select a listing.



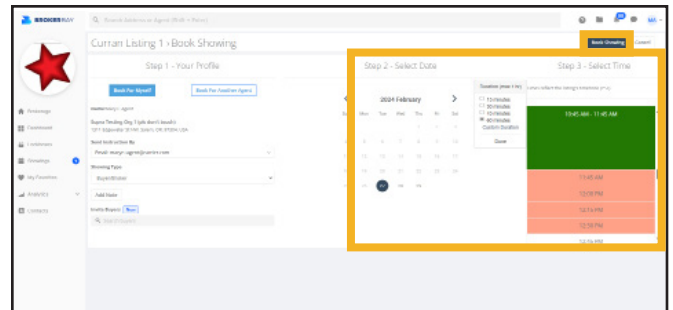
- From the listing details page, select the blue **Book Showing** button in the upper right corner.



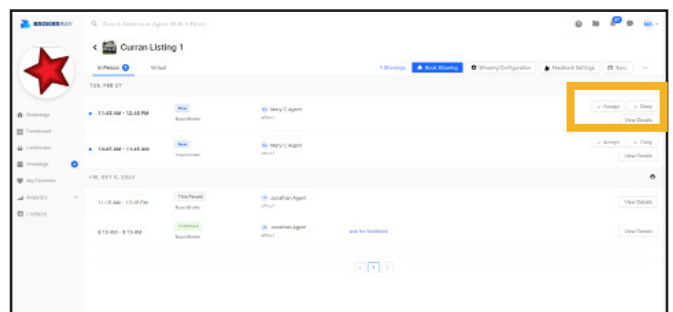
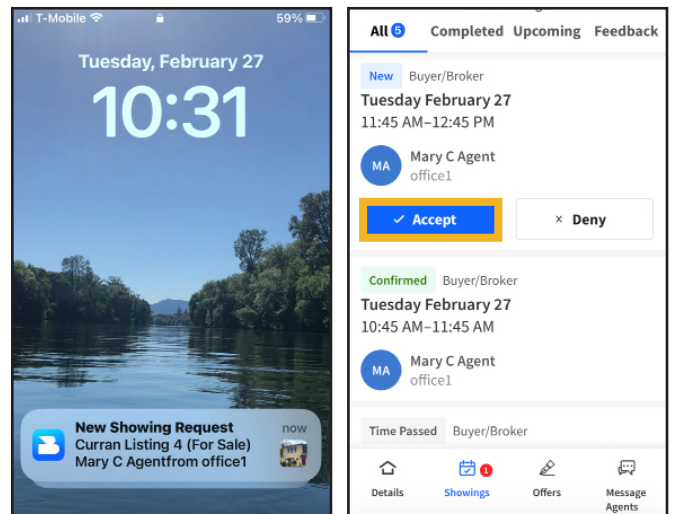
- Select the person for whom you are booking the showing (yourself or another agent).



- Select **Date** and **Time** of showing, then click **Book Showing** on the top right of the screen.



- The listing agent will get a text on their phone from which they can accept or decline the showing. This can also be done from the web app, as shown below.



suprasystems.com

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Rev. A