BLUEPRINT



!!FIX YOUR COMPLIANCE ALERT RIGHT NOW!!

Repeated Compliance Alerts are not a good thing. There are only three possible excuses:

"I don't know how to do it - please train me more."

MARKET SURVEY PAST DUE

What is the Compliance Alert?

Market Survey has not been updated in 10 or more days.

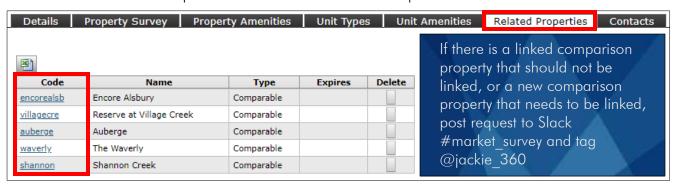
Why did I receive this Alert?

Market survey for all comparison properties should be updated at least every 7-9 days.

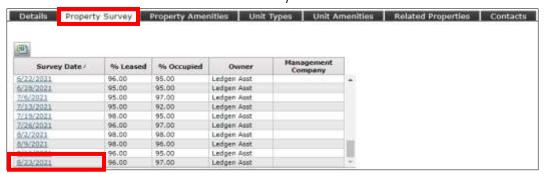
How do I resolve the Alert today?

Ensure all linked competitors have a recent market survey.

- 1. To view linked competitors:
 - Revenue Management > Market Surveys > Properties > Review Subject Property
- 2. Enter your property code and Submit
- 3. Select "Related Properties" tab to view all linked competitors.



- 4. To view date of last survey, select a related property by clicking on the hyperlink under column Code.
- 5. Select "Property Survey" tab
- 6. Scroll to the bottom to see most recent survey date







How do I make sure I never get this Alert again?

Contact competitors weekly and enter updated market data in Yardi by EOB Thursday.

