



March 22, 2019



The [SpokaneOpen.com](http://SpokaneOpen.com) site allows the public to search and view Open Houses you schedule there. There is no charge to schedule your open house.

The SpokaneOpen website pulls open house data directly from listings in Paragon. To schedule an open house, go to **Listings, Maintain Listings**. You will be able to see your own or your office listings. Choose the listing you want, then **Select an Action** and choose **Maintain Listing**. When the screen opens, *scroll down on the right to find the Open House SpokaneOpen/Public section*. Use these fields to schedule and Save. To watch a video tutorial, [click here](#).

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### Status Definitions

The following abbreviations are used to flag listings to indicate Status. Active listings that are new or that have had price or status changes are flagged for 7 days, e.g. "NEW" flag then reverts to "ACT" for "Active".

Status Flag	Definition
NEW	New listings in system 7 days or less
ACT	Active listing, in system over 7 days, no recent status changes
ANS	Active listing being marketed, not available for showing
PCH	Price change in last 7 days
EXT	Extended expiration date in last 7 days
BOM	Offer fell through but listing is not expired
BOMR	Released listing that has been put back on the market.
CTG	Contingent Listing (still on the market)
CTGI	Contingent on Inspection
CTGH	Contingent on Sale of Buyers Home
CTGS	Contingent on Short Sale Approval
TOM	Temporarily off market, contract still exists
LSD	Under lease to purchase contract (off market but not closed)
PND	Pending sale (off market but not closed)
PBL	Pending before listed
SOLD	Sold Closed
EXP	Expired Listing
RLSD	Released listing (contract is cancelled)
FELL	Pending offer fell through, listing is now expired



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