



IN-HOUSE MARKETING DEPARTMENT

Our Graphic Designers produce a variety of marketing materials with fast turnaround, and printed in-house with our state-of-the-art Xerox DocuColor printer.

- *Property brochures and fact sheets*
- *Just listed and just sold postcards*
- *Seasonal postcards*
- *Listing Presentations*
- *Brokers' Opens*
- *Personal promotion brochures*
- *Personal branding*
- *Ads for newspapers and other publications*
- *Custom design*



RE/MAX
Realty Group

Total Commitment • Proven Performance

For more career information:

JEFF HOFFMAN

Office: (585) 389-1022

E-mail: JeffreyHoffman@remax.net

www.RochestersAgent.com



OFFICE SUPPORT

14 staff members supporting a wide variety of office functions including:

- Transaction assistance, contract administration
- Database management, labeling, mailing support
- Coordination of office advertising
- Technology support and web profile maintenance
- Photo uploading, personal promotion and creative marketing support
- Career development classes
- Transition assistance program



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30 DAYS TO SUCCESS

The RE/MAX Realty Group transition program is designed to make your move easy, seamless and to keep you doing what you do best... listing and selling homes. Let us take care of the rest!

Our Offer:

A tailored offer designed to meet your specific needs and goals.

Temporary Business Cards And Signs:

Giving you immediate access to business cards and signs to make the transition seamless to your clients.

Personalized Orientation Program:

A comprehensive, stress-free, 4-hour orientation that will get you up to speed on everything from Department of State transfers to how to use the office equipment. We will help you make a smooth transition.

Client Announcements:

Let your past clients, sphere and close colleagues know where you are immediately.

Listing Transition Assistance:

Administrative support to get your listings re-listed with RE/MAX Realty Group, upload photos into TEMPO and create fact sheets.

30-day Point of Contact:

Our Director of Technology will help you get marketing programs and technology systems up and running and become familiar with our agents and support staff.

Administrative Support:

Our Administrative team provides database management, labeling, data input, office systems training and support.



**WORK WITH
PROFESSIONALS**



**EXPERIENCE
TEAMWORK**



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