# Instructions for the REALTORS® RVP Virtual Elections

This instruction sheet is provided to help virtual attendees navigate the virtual voting platform. Items such as how to log in to the virtual voting platform, how to cast your vote and what to do if you are having technical problems are included.

## Requirements

- You may cast your vote from any internet enabled device. (Laptop, mobile phone, tablet.)
- Any web browser other than Internet Explorer will work.
- Google, New Edge (Chromium), Legacy Edge, Firefox and Safari are supported browsers.
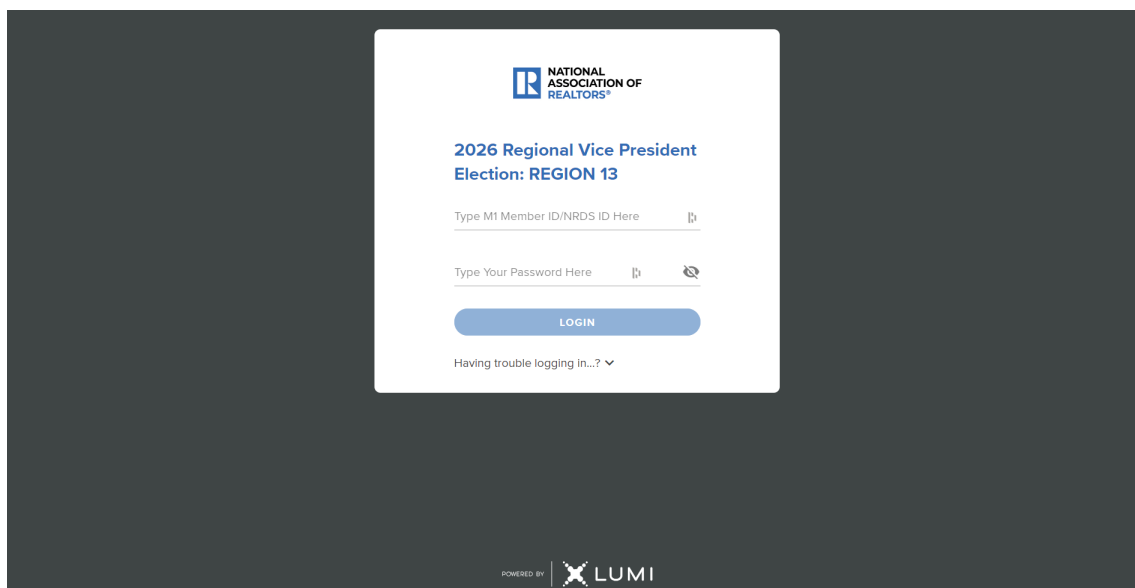- Do not use Internet Explorer.

## Help Desk

If you encounter technical issues or have any other questions, please contact us at
nargovernance@nar.realtor

## Step #1: Click The Link

- Please click on the link for your specific region in the email you received from NAR to access the virtual voting platform.

## Step #2: Login

- Type your **NAR Member ID** on the top line (without any leading 0s) – right on top of the existing text. (Formerly known as the NRDS ID number)
- Type your unique password on the bottom line – right on top of the existing text.
- Click **LOGIN**

## Step #3: Click on the VOTING TAB

- Once you have entered the virtual voting platform, you will see some instructions on the Home Page on how to cast your vote.
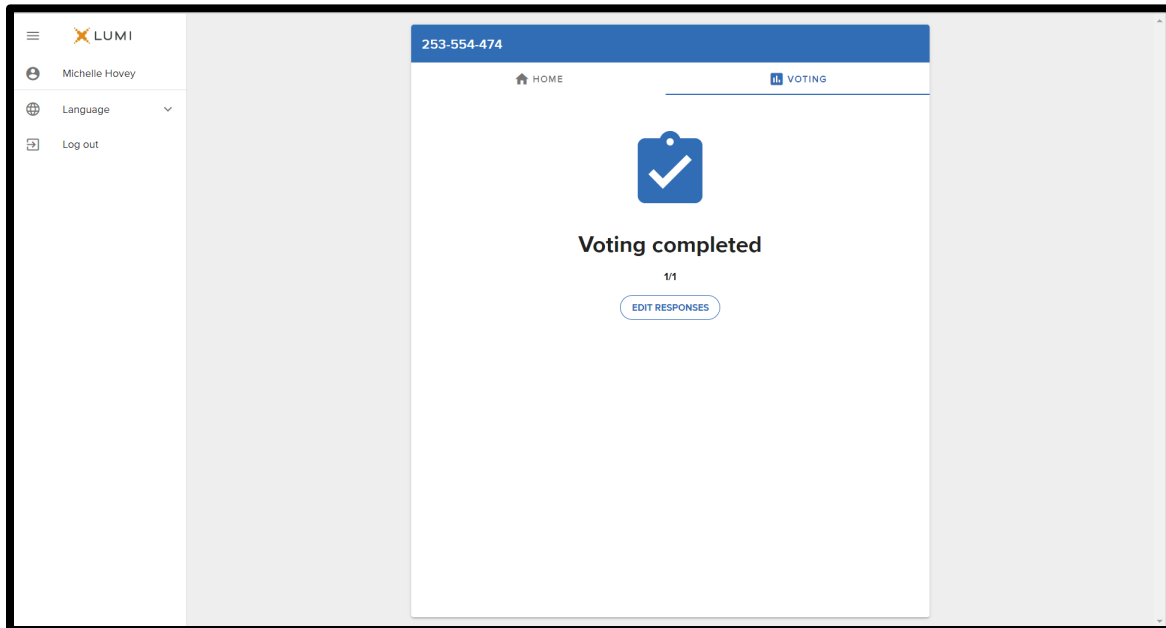- You must click on the **VOTING** tab from the top menu bar to access the voting page.
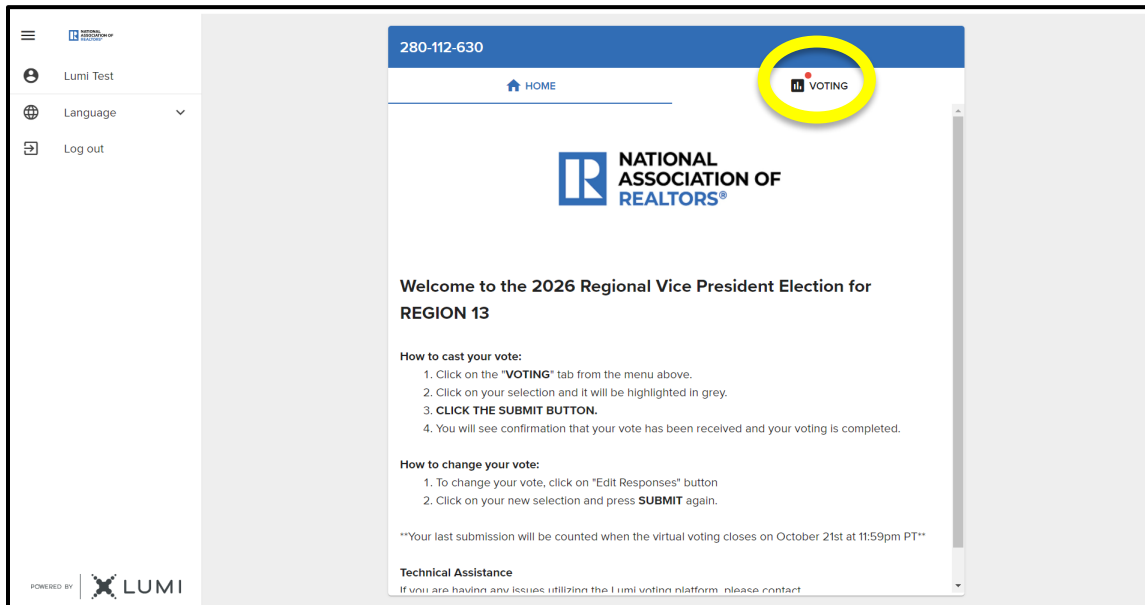


## Step #4: Cast Your Vote

- Click on your selection and it will be highlighted in light grey
- Click the **SUBMIT** button from the bottom right hand side
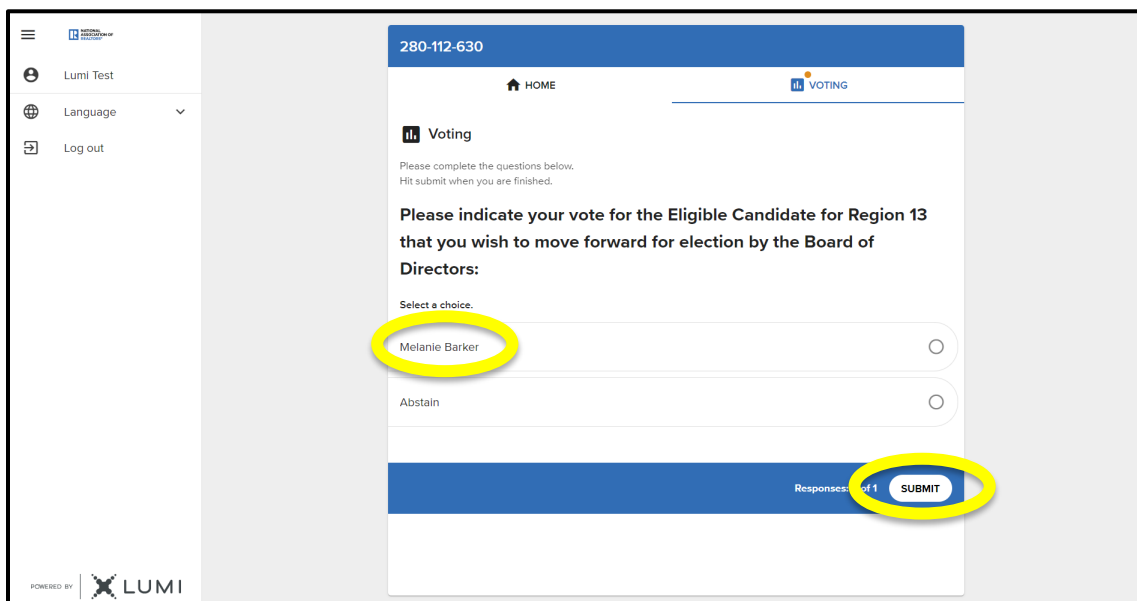
## Step #5: You will see the vote confirmation screen



## To Change Your Vote:

- To change your vote, click on "Edit Responses" button
- Make your new selection – it will be highlighted in grey
- Click the SUBMIT button again

*****Your last submission will be counted when the virtual election closes on Monday, October 21st at 11:59pm PT*****